



Reach Cyber Charter School Board of Trustees

Reach Cyber Charter School - Board Meeting

Published on November 13, 2025 at 8:25 AM EST

Amended on November 13, 2025 at 8:31 AM EST

Date and Time

Wednesday November 19, 2025 at 9:00 AM EST

Location

1826 Good Hope Road
Enola, PA 17025

A zoom link will be posted on this page on the day of the board meeting for those attending virtually.

Agenda

Presenter

I. Opening Items

A. Roll Call

B. Call the Meeting to Order

David Taylor

II. Public Comment

The Board welcomes participation by the members of the public both in-person and telephonically. To address an item on the agenda, before the scheduled start of the meeting, an individual must provide their name and short description of the agenda item on which they wish to comment to the Chair, along with any materials they want to have distributed to the Board. Individuals who wish to address the Board

Presenter

telephonically must contact the Principal or Board President by phone or by email at least twenty four (24) hours before the scheduled start of the Board meeting. If the individual wants to provide any written materials to the Board, these should be emailed to the Principal or Board President at least twenty four (24) hours before the scheduled start of the meeting. The total time for any individual to present, either in person or via telephone, on an item on the agenda shall not exceed three (3) minutes, unless the Board grants additional time.

Individuals desiring to make a formal presentation to the Board on an item not on the agenda but desiring it be placed on the agenda must provide notice and written submissions detailing the subject of the presentation to the Principal or Board President at least fourteen (14) days prior to the meeting. Any such presentations shall not exceed fifteen (15) minutes in duration, unless otherwise permitted by the Chair.

III. Routine Business

A. Approval of the Agenda David Taylor

IV. Oral Reports

A. CEO's Report Jane Swan

B. Human Resources Update Michael Garman
Staffing Report

C. Financial Report (to follow) Karen Yeselavage

V. Consent Items

A. Approval of the Minutes from the October 2025 Board meeting Brandie Karpew

B. Approval of Staffing Report

C. Approval to Purchase Additional Student Printers Nate Laird

This is for 200 additional student printers to increase and maintain inventory levels and to fulfill orders.

D. Approval of Employee Handbook Updates/Changes Michael Garman

Reach Cyber Charter School's Human Resources department in collaboration with the senior leadership conducted a review of the current 2025-2026 Employee Handbook. In addition to

Presenter

general housekeeping, the following provides a summary of the major changes and updates. With Board approval, the School will publish the Employee Handbook effective November 19, 2025.

VI. Action Items

A. Reserved Fund Balance Initiatives Karen Yeselavage

This \$63 million reserve fund initiatives proposal discussed at the 10/15/25 Board Retreat would replace the existing fund balance reserves in the amount of \$62,571,048.

B. Approval to Purchase Student Planners Kelly McConnell

Reach is requesting to purchase dated student agendas for the 2026-2027 school year for all enrolled students K-12, as well as staff, at an estimated cost of \$30,000.

C. Request for a Board Designee for Parchment Transcript Services Kelly McConnell

Reach is asking that a board designee is appointed to work with the school leadership team on a request for services with Parchment, a division of Instructure, to secure transcript and diploma services this year at an estimated cost of \$25,000 annually.

VII. Information Items

A. Government Affairs Update Jessica Hickernell

B. Trustee Email Addresses Brandie Karpew

C. Curriculum and RFP Update Andy Gribbin

VIII. Executive Session

Pursuant to 65 Pa. C.S. §§ 708(a)(1) – to discuss any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee.

IX. Closing Items

A. Adjourn Meeting

Coversheet

CEO's Report

Section:	IV. Oral Reports
Item:	A. CEO's Report
Purpose:	
Submitted by:	
Related Material:	Monthly Board Report Nov 2025.pdf



School Data Update

November 2025

Currently Enrolled	October Enrollment Change
5742	+85
Total Students Withdrawn 25-26	241
New Enrollment 25-26	1083
New Enrollment - Last 14 Days	69
New Applications - Last 14 Days	116
New Applications - October	287
Special Education Services	29.7%

Free/Reduced Meal Eligibility



Coversheet

Human Resources Update

Section:	IV. Oral Reports
Item:	B. Human Resources Update
Purpose:	
Submitted by:	
Related Material:	Board Staffing Report-November 2025.pdf

REACH Staffing Report November 2025

25-26 School Year Budgeted Staff = 886

	Current Staff	Hires SYTD	Departures SYTD
10-month Staff	707 (720)	25 (27)	23 (21)
12-month Staff	149 (152)	2 (6)	2 (3)
Grand Total	856 (872)	27 (33)	25 (24)

New Hires

First Name	Last Name	Job Title	Compensation	Start Date
Abagail	Horter	Middle School Special Education Teacher	\$58,030	11/4/2025
Carly	Mutter	Occupational Therapist	\$67,210	11/12/2025
Alyssa	Hollibaugh	Occupational Therapist	\$65,210	12/02/2025
Michaela	Detwiler	Middle School Special Education Teacher	\$58,030	12/02/2025
Sean	Murray	High School Life Skills Teacher	\$58,530	1/6/2025

Position Changes

First Name	Last Name	Former Position	New Position	Compensation	Start Date
Kyra	Dowling	HS Life Skills Teacher	MS Autistic Support Teacher	\$58,331	10/1/2025
Orlian	Roman	Administrative Assistant I	External Outreach Coordinator	\$60,000	11/1/2025
Justin	Goodhart	Social Media Coordinator	Family & Engagement Coordinator	\$63,107	11/1/2025

Departing Employees

First Name	Last Name	Job Title	Last Day Worked
Shakera	Holmes	Family Mentor	11/7/2025
Sarajane	Desmond	High School Teacher	11/3/2025

Coversheet

Financial Report (to follow)

Section:	IV. Oral Reports
Item:	C. Financial Report (to follow)
Purpose:	
Submitted by:	
Related Material:	Report Highlights and Key Issues_10.31.25.docx Oct Treas Report.pdf

Report Highlights and Key Issues

- **Year to date as of 10/31/25 we have recognized \$37 million in revenue from all sources, or about 27% of our annual budgeted revenue. Of the \$35.9 million we have invoiced to school districts for the 25/26 school year we have collected \$17.7 million year to date, or about 49%.**
- **Since acquiring our new building at 1826 Good Hope Road in June, we have utilized approximately \$4.9M of our building reserve related to the purchase. We have capitalized \$4,465,996 in Building costs and almost \$200,000 in Building Improvement costs. In addition, we have expended approximately \$75,000 in moving costs, cleaning services, utilities, and general repairs and maintenance related to the building.**
- **Beginning fund balance continues to be presented as an unaudited dynamic figure and will not be finalized until the 24/25 fiscal year audit is issued. The auditors started fieldwork this week, and the final audit report is expected to be completed by January or February 2026.**

Reach Cyber Charter School
Revenue and Expense Statement- Budget to Actual
2025-2026 Year to Date as of 10/31/25

	Oct 2025	Fiscal YTD through 10/31/25	2025/2026 Approved Budget
Revenues:			
Function 6000- Local Sources	\$ 9,597,147	\$ 37,043,678	\$ 131,527,071
Function 7000- State Sources	\$ -	\$ 30,989	\$ 160,000
Function 8000- Federal Sources	\$ -	\$ -	\$ 3,652,778
TOTAL REVENUES	\$ 9,597,147	\$ 37,074,667	\$ 135,339,849
Expenditures:			
Function 1000- Instructional Programs			
100- Salaries	\$ 3,013,025	\$ 7,296,113	\$ 39,237,294
200- Employee Benefits	\$ 937,899	\$ 3,339,380	\$ 13,203,350
300- Purchased Professional and Tech Svcs	\$ 495,393	\$ 1,659,923	\$ 6,604,600
400- Purchased Property Services	\$ 210,825	\$ 282,171	\$ 657,000
500- Other Purchased Services	\$ 471,782	\$ 1,428,768	\$ 5,243,250
600- Supplies	\$ 364,047	\$ 536,932	\$ 4,979,443
800- Dues, Fees, Other	\$ 250	\$ 420	\$ 5,350
Subtotal 1000- Instructional Programs	\$ 5,493,221	\$ 14,543,707	\$ 69,930,287
Function 2000- Support Services			
100- Salaries	\$ 1,745,243	\$ 5,543,610	\$ 24,127,953
200- Employee Benefits	\$ 611,207	\$ 2,337,716	\$ 8,119,056
300- Purchased Professional and Tech Svcs	\$ 116,795	\$ 974,016	\$ 2,371,174
400- Purchased Property Services	\$ 15,697	\$ 298,408	\$ 695,862
500- Other Purchased Services	\$ 238,811	\$ 1,781,340	\$ 5,024,217
600- Supplies	\$ 163,156	\$ 769,861	\$ 1,814,036
700- Fixed assets (prior to capitalization)	\$ -	\$ -	\$ 1,120,000
800- Dues, Fees, Other	\$ 43,421	\$ 113,599	\$ 182,150
Subtotal 2000- Support Services	\$ 2,934,330	\$ 11,818,550	\$ 43,454,448
Function 2000- Non Cash Support Services			
700- Depreciation (non-cash)	\$ 384,552	\$ 1,530,193	\$ -
Function 3000- Non Instructional/ Community Services			
100- Salaries	\$ 460,181	\$ 1,164,777	\$ 6,093,659
200- Employee Benefits	\$ 129,777	\$ 461,838	\$ 2,050,516
300- Purchased Professional and Tech Svcs	\$ -	\$ -	\$ 40,000
400- Purchased Property Services	\$ 6,347	\$ 29,482	\$ 117,000
500- Other Purchased Services	\$ 12,583	\$ 62,274	\$ 133,000
600- Supplies	\$ 865,400	\$ 895,908	\$ 4,197,000
800- Dues, Fees, Other	\$ 13,375	\$ 14,723	\$ 117,500
Subtotal 3000- Non Instructional/ Community Serv	\$ 1,487,663	\$ 2,629,002	\$ 12,748,675
TOTAL EXPENDITURES	\$ 10,299,766	\$ 30,521,452	\$ 126,133,410
NET INCREASE/ (DECREASE)	\$ (702,619)	\$ 6,553,215	\$ 9,206,439
Beginning Fund Balance (unaudited)		\$ 85,430,587	
ENDING FUND BALANCE		\$ 91,983,802	

Reach Cyber Charter School
Year to Date Expenditures-10/31/25 vs. 10/31/24

	Year to date 10/31/25	Year to date 10/31/24	Change from Prior Year
Revenues:			
Function 6000- Local Sources	\$ 37,043,678	\$ 36,820,305	\$ 223,373
Function 7000- State Sources	\$ 30,989	\$ -	\$ 30,989
Function 8000- Federal Sources	\$ -	\$ 2,074,505	\$ (2,074,505)
TOTAL REVENUES	\$ 37,074,667	\$ 38,894,810	\$ (1,820,143)
Expenditures:			
Function 1000- Instructional Programs			
100- Salaries	\$ 7,296,113	\$ 7,171,377	\$ 124,736
200- Employee Benefits	\$ 3,339,380	\$ 2,837,998	\$ 501,382
300- Purchased Professional and Tech Svcs	\$ 1,659,923	\$ 2,474,074	\$ (814,151)
400- Purchased Property Services	\$ 282,171	\$ 64,961	\$ 217,210
500- Other Purchased Services	\$ 1,428,768	\$ 1,578,548	\$ (149,780)
600- Supplies	\$ 536,932	\$ 266,239	\$ 270,693
700- Property	\$ -	\$ -	\$ -
800- Dues, Fees, Other	\$ 420	\$ 622	\$ (202)
Subtotal 1000- Instructional Programs	\$ 14,543,707	\$ 14,393,818	\$ 149,889
Function 2000- Support Services			
100- Salaries	\$ 5,543,610	\$ 5,354,983	\$ 188,627
200- Employee Benefits	\$ 2,337,716	\$ 2,019,056	\$ 318,660
300- Purchased Professional and Tech Svcs	\$ 974,016	\$ 860,068	\$ 113,948
400- Purchased Property Services	\$ 298,408	\$ 350,627	\$ (52,219)
500- Other Purchased Services	\$ 1,781,340	\$ 1,783,424	\$ (2,084)
600- Supplies	\$ 769,861	\$ 736,047	\$ 33,814
700- Property	\$ 1,530,193	\$ 1,397,105	\$ 133,088
800- Dues, Fees, Other	\$ 113,599	\$ 69,940	\$ 43,659
Subtotal 2000- Support Services	\$ 13,348,743	\$ 12,571,249	\$ 777,494
Function 3000- Non Instructional/ Community Services			
100- Salaries	\$ 1,164,777	\$ 1,178,837	\$ (14,060)
200- Employee Benefits	\$ 461,838	\$ 412,942	\$ 48,896
300- Purchased Professional and Tech Svcs	\$ -	\$ 1,210	\$ (1,210)
400- Purchased Property Services	\$ 29,482	\$ 15,235	\$ 14,247
500- Other Purchased Services	\$ 62,274	\$ 28,186	\$ 34,088
600- Supplies	\$ 895,908	\$ 943,787	\$ (47,879)
800- Dues, Fees, Other	\$ 14,723	\$ 10,676	\$ 4,047
Subtotal 3000- Non Instructional/ Community Services	\$ 2,629,002	\$ 2,590,875	\$ 38,127
TOTAL EXPENDITURES	\$ 30,521,452	\$ 29,555,942	\$ 965,510
Net Increase/Decrease in Fund Balance/Equity	\$ 6,553,215	\$ 9,338,868	\$ (2,785,653)

Reach Cyber Charter School

October 2025- Checks and ACH Disbursements greater than or equal to \$20,000

Date	Payee	Document no.	Amount	Description
10/1/2025	V1316--HealthEquity, Inc.	EFT	\$ 29,238.29	Health Savings Account
10/2/2025	V0737--Penn-Delco School District	5944	\$ 32,510.17	24/25 Tuition Settlement Refund
10/3/2025	V0943--Focus Holdings LLC	5962	\$ 63,125.00	Annual Subscription 24/25
10/3/2025	V0419--Capital Blue Cross	EFT	\$ 176,249.82	Medical Claims/ Claim admin fees
10/6/2025	V0992--Florida Virtual School	31312730002077	\$ 1,210,650.00	Student Licenses 25/26
10/8/2025	V1217--AXIS Teletherapy LLC	31312730002081	\$ 53,850.00	Special Education Related Services
10/8/2025	V1691--The Burmax Company Inc	31312730002083	\$ 70,751.05	Cosmetology Kits
10/10/2025	V1316--HealthEquity, Inc.	EFT	\$ 28,908.20	Health Savings Account
10/14/2025	V0369--UKG Inc	31312730002087	\$ 66,739.34	Ultipro Core HR/Payroll Subscription Feed Oct-Dec 2025
10/14/2025	V0790--Instructure, Inc.	31312730002089	\$ 78,390.00	Learning platform 9/1/25-8/31/26
10/17/2025	V1229--PA Unemployment Compensation Fund	EFT	\$ 21,286.21	Unemployment Compensation August and September 2025
10/17/2025	V0943--Focus Holdings LLC	5985	\$ 94,435.00	Annual Subscription 25/26
10/17/2025	V0419--Capital Blue Cross	EFT	\$ 209,453.20	Medical Claims/ Claim admin fees
10/17/2025	V0419--Capital Blue Cross	EFT	\$ 246,992.38	Medical Claims/ Claim admin fees
10/17/2025	V0773--Logistics Plus, Inc.	31312730002091	\$ 725,809.39	August 2025 Storage, order processing, carton pick, UPS shipping, returns, inbound
10/20/2025	V0807--Made Institute	31312730002097	\$ 20,405.74	Sewing program, design/drawing, sewing and drawing kits, sewing machines
10/20/2025	V0426--New York Life	31312730002099	\$ 25,041.09	October Employee Life Insurance
10/20/2025	V1290--Granular Insurance Company	31312730002098	\$ 76,745.80	November 2025 Medical Insurance Stop Loss
10/21/2025	V1576--CertifiKID Holdings, LLC	31312730002101	\$ 25,000.00	Four months of Macaroni Kid articles, social media, email campaigns
10/21/2025	V0020--Vertex Education - PA LLC	31312730002100	\$ 45,000.00	Outsourced Billing Services
10/21/2025	V0897--GDC IT Solutions	31312730002102	\$ 79,090.00	(500) Inkjet printers, Level 1 service desk support
10/21/2025	V1704--OWR USA INC	31312730002103	\$ 339,300.00	State Testing technology and support
10/24/2025	V0439--gThankYou, LLC	31312730002109	\$ 851,033.60	Grocery vouchers
10/27/2025	V0018--Capital Area Intermediate Unit	5999	\$ 23,017.00	877 workstation licenses, 17 server licenses, coaching network 25/26
10/28/2025	V1232--North Lane Technologies, Inc	31312730002111	\$ 300,000.00	Prefunding of Student Technology Reimbursement Account
10/29/2025	V1316--HealthEquity, Inc.	EFT	\$ 28,578.20	Health Savings Account
10/30/2025	V1217--AXIS Teletherapy LLC	31312730002119	\$ 112,672.50	Special Education Related Services
10/30/2025	V0897--GDC IT Solutions	31312730002115	\$ 136,326.00	Equipment deployment and return services, Level 1 service desk support
10/30/2025	V1122--Crane Communications, Inc.	31312730002117	\$ 161,676.00	Digital media campaign October, Hispanic digital media September
10/30/2025	V0419--Capital Blue Cross	EFT	\$ 205,381.10	Medical Claims/ Claim admin fees
10/31/2025	V1311--The Nail Academy	31312730002125	\$ 34,850.00	Career experience for 49 students

Reach Cyber Charter School

Balance Sheet

October 31, 2025

ASSETS

Cash and Short Term Investments:

Cash and Money Market Funds	\$ 4,137,047
Mutual Funds	\$ 13,036,986
Other Cash Equivalents	\$ 1,504,771
Fixed Income Treasury Bonds	\$ 44,334,559
Total Cash and Short Term Investments	\$ 63,013,363

Other Current Assets:

Local District Receivables	\$ 21,478,526
Federal and State Program Receivables	\$ 113,461
Allowance for Doubtful Accounts	\$ (341,809)
Prepaid Expenses	\$ 2,825,941
Other Current Receivables	\$ 9,512
Total Other Current Assets	\$ 24,085,631

Other Non-current Assets:

Security Deposit on Leased Building	\$ 8,917
Total Other Non-current Assets	\$ 8,917

Fixed Assets:

Furniture	\$ 14,197
Computer Hardware	\$ 12,968,122
Equipment	\$ 1,111,420
Right to Use- Building Lease	\$ 1,287,352
Software Subscription Assets	\$ 1,047,775
Building	\$ 4,462,927
Building Improvements	\$ 239,048
Accum Depr: Furniture	\$ (5,535)
Accum Depr: Computer Hardware	\$ (11,050,086)
Accum Depr: Equipment	\$ (620,345)
Accum Amortization: Right to Use Building	\$ (796,699)
Accum Amortization: Software Subscriptions	\$ (225,167)
Accum Depr: Building	\$ (28,628)
Accum Depr: Building Improvements	\$ (3,461)
Net Fixed Assets	\$ 8,400,920

Total Assets	\$ 95,508,831
---------------------	----------------------

LIABILITIES

Current Liabilities:

Accounts Payable	\$ 871,025
Accrued Payroll, Taxes, Pension, Withholdings	\$ 81,969
Due to Local Districts	\$ 235,666
Operating Lease Liability- Short Term	\$ 431,653
Software Subscription Liability- Short Term	\$ 253,316
Other Current Liabilities	\$ 1,806
Unearned Revenue	\$ 544,501
Total Current Liabilities	\$ 2,419,936

Non-Current Liabilities:

Operating Lease Liability- Long Term	\$ 99,170
Software Subscription Liability- Long Term	\$ 473,081
Other Non-Current Liabilities	\$ 532,842
Total Non-Current Liabilities	\$ 1,105,093

Total Liabilities	\$ 3,525,029
--------------------------	---------------------

FUND BALANCE

Invested in Capital	\$ 8,400,920
Reserved Fund Balance	\$ 62,564,599
Undesignated Fund Balance	\$ 21,018,283
Ending Fund Balance	\$ 91,983,802

Total Liabilities and Fund Balance	\$ 95,508,831
---	----------------------

Coversheet

Approval to Purchase Additional Student Printers

Section:	V. Consent Items
Item:	C. Approval to Purchase Additional Student Printers
Purpose:	
Submitted by:	
Related Material:	200_Canon_Printers - Global_Data_Consultants_LLC.030096.v1.1.pdf



Canon Pixma TS 7720

Quote # 030096

Version 1

Prepared for:

Reach Cyber Charter School

Nate Laird
nlaird@reachcyber.org
1826 Good Hope Rd.
Enola, PA 17025



GDC IT Solutions
4530 Lena Drive
Mechanicsburg, PA 17055
717-262-2080

Hardware

Selected	Description	Price	Qty	Ext. Price
☒	Canon PIXMA TR7720 Inkjet Multifunction Printer - Copier/Printer/Scanner - Wireless LAN - For Plain Paper Print 	\$117.43	200	\$23,486.00

Subtotal: \$23,486.00



GDC IT Solutions
4530 Lena Drive
Mechanicsburg, PA 17055
717-262-2080

Canon Pixma TS 7720

Prepared by:

MEC - Lena Drive

Brett Miller
Ph (717) 737-7020
Fax 717-262-2082
brettmiller@gdcit.com

Prepared for:

Reach Cyber Charter School

Nate Laird
Ph (717) 745-2735
nlaird@reachcyber.org

Quote Information:

Quote #: 030096

Version: 1

Delivery Date: 10/17/2025

Expiration Date: 10/31/2025

Quote Summary

Description	Amount
Hardware	\$23,486.00
Total: \$23,486.00	

Payment Options

Selected	Description	Periods	Payments	Amount	
Term Options					
☒	Hardware / Software Terms	One-Time Payments	One-Time	1	\$23,486.00

Summary of Selected Payment Options

Description	Amount
Term Options: Hardware / Software Terms	
Total of One-Time Payments	\$23,486.00

Applicable sales tax and shipping & handling charges are not included with this quote unless otherwise noted. However, PEPPM and COSTARS orders do include shipping & handling in the sell price. We reserve the right to cancel orders arising from pricing or other errors or due to drastic market pricing fluctuations.

This quote is valid for 30 days barring changes in pricing and/or availability of products from our vendors. In the case of vendor pricing/availability changes, we will provide a new quote for your approval. Components and products will carry a manufacturer's warranty, direct with the stated manufacturer.

*Please note that due to upcoming tariff changes this may impact pricing on your quotes. Since we rely on vendor pricing, there could be adjustments to certain products and orders.

If you have any open quotes or pending orders, please keep in mind that pricing might change based on our vendor's tariff pricing adjustments. Please let us know if you have any questions—we're happy to help!*

Payments may be sent to GDC IT Solutions, 1144 Kennebec Dr, Chambersburg, PA 17201.

Signature

Date

Coversheet

Approval of Employee Handbook Updates/Changes

Section:	V. Consent Items
Item:	D. Approval of Employee Handbook Updates/Changes
Purpose:	
Submitted by:	
Related Material:	25-26 Employee Handbook Board Update-11122025.pdf



Employee Handbook Updates / Changes

Reach Cyber Charter School's Human Resources department in collaboration with the senior leadership conducted a review of the current 2025-2026 Employee Handbook. In addition to general housekeeping, the following provides a summary of the major changes and updates. With Board approval, the School will publish the Employee Handbook effective November 19, 2025.

- Expanded the tobacco use section, to include the changes made in compliance with Title 18, Chapter 63 Section 6.
- Added a provision in the Conflict-of-Interest section to include additional employment with other K-12 schools and school-related organizations.
- Expanded the leave of absence guidelines to include employees serving as a surrogate.
- Changed the school district in the Office Closure section to reflect Cumberland Valley School District as the reference for office weather-related closures.

Coversheet

Reserved Fund Balance Initiatives

Section:	VI. Action Items
Item:	A. Reserved Fund Balance Initiatives
Purpose:	Vote
Submitted by:	
Related Material:	Initiatives_Reserved Fund.docx



Initiatives 63 ml

(Reserved Fund Proposal)

- **Curriculum: 12 ml**

RFP and continued reserve for new curriculum

- **Technology: 15 ml**

Laptop: Last 3 years

- **Innovation: 12 ml**

STEM

Artificial Intelligence

Careers

- **Building: 5ml**

Costs

Future initiatives

- **Revenue Collection: 1 ml**

- **Cyber Security: 10 ml**

- **Health Care Costs: 8 ml**

Coversheet

Approval to Purchase Student Planners

Section:	VI. Action Items
Item:	B. Approval to Purchase Student Planners
Purpose:	
Submitted by:	
Related Material:	Planner Proposal November 2025.pdf

Coversheet

Request for a Board Designee for Parchment Transcript Services

Section:	VI. Action Items
Item:	C. Request for a Board Designee for Parchment Transcript Services
Purpose:	
Submitted by:	
Related Material:	Parchment.pdf



Parchment K-12

an Instructure Company

Presented By:

Lucas Judson, Regional Sales Manager K12

lucas.judson@instructure.com



Streamlined Workflows For Staff = Better Service for Students

Streamlined operations are crucial for supporting long term learner success.

When staff win, students win.



**PreK - 12 Enrollment
and Lottery**

**Current Student
Cumulative Folders**

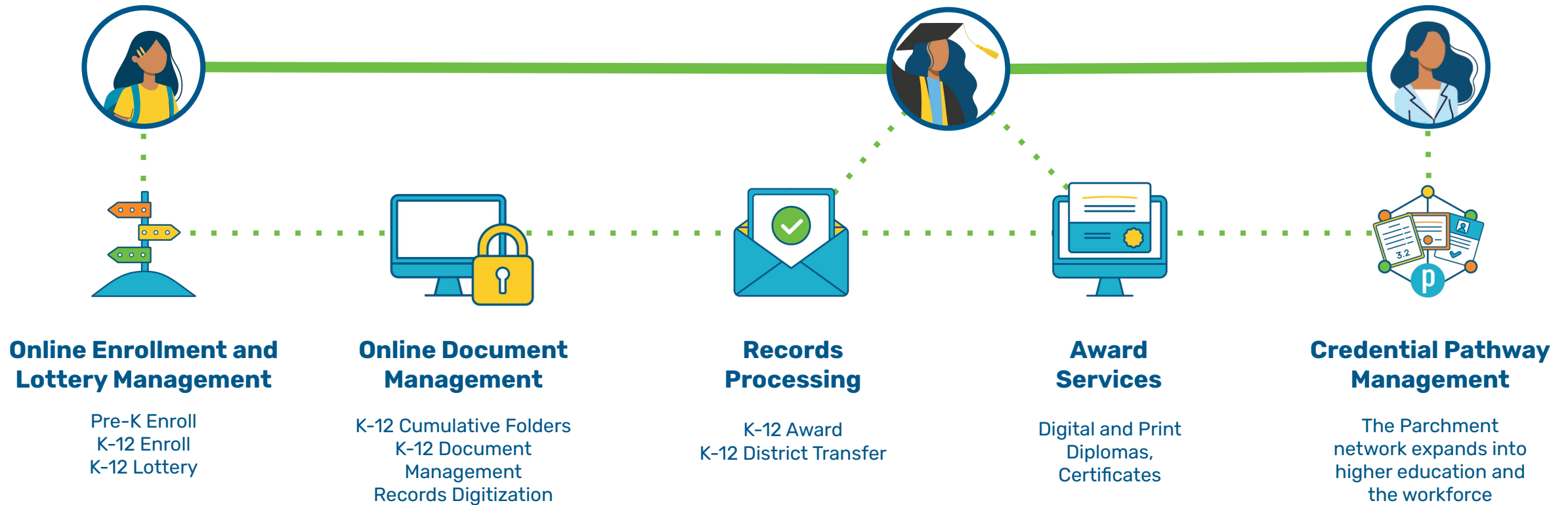
**K-12 Document
Management**

Award Services

**Records
Processing**

**Credential
Pathway
Management**

The Parchment K-12 Platform



Industry Leading Security and Privacy



Security and Privacy are Dynamic Responsibilities that Evolve Over Time

- Privacy Controls at Learner Account Level
- FERPA Enabled
- Continuous Investment in Privacy and Security
- Encryption of All Data in Storage and During Transit
- Industry Leading Tools and Monitoring Services
- PCI DSS Compliant



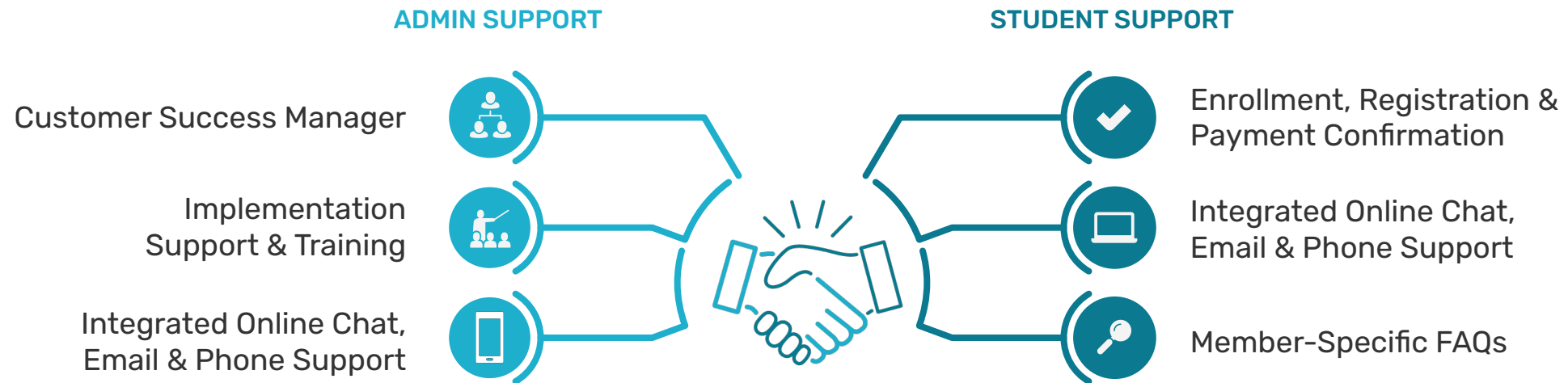
100% of Employees Pass Background Checks





Partnering With Parchment

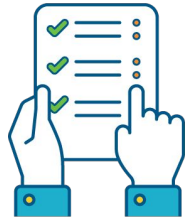
Guided Implementation. Dedicated Customer Success Partners. Live Student Support Agents



Our experience has been positive from the very beginning seven years ago. We've overcome some real challenges with your help. I feel like we're a team.

– Student Data Manager, St. Vrain Valley Schools

Implementation Overview - Parchment Award K-12



Welcome Kit

You'll receive a welcome kit prior to your kickoff to guide you through preparing roster and transcript files for loading.

Implementation Kickoff

We'll work together to upload your files and review the steps for posting your ordering link so requesters know where to make their requests.

Platform Launch

Once your files and link are ready, you can go live!

Introduction to Customer Success

We'll celebrate the launch of your new easier, faster, and more secure platform, and introduce you to your dedicated Customer Success Manager (CSM), who will guide you through best practices.

Ongoing Support & Resources

Your CSM will continue to be available for questions and consultation. You'll also have access to our library of guided training sessions and other resources.

Parchment Award / K12 Transfer



Document Delivery Bundle

Subscription includes unlimited Credentials

Document Delivery Bundle (Includes Parchment Award, K12 Transfer)	\$16,283.00 \$13,026.40
Implementation Fee	\$2,329.25 \$1,164.63
Total	\$18,612.25 \$14,191.03

Subscriptions and Learner Pay Include:

- Dedicated Customer Success Manager
- Implementation and set up of school accounts
- Initial live basic webinar training and ongoing training and support for your staff.
- 24/7 web support for students and alumni
- Roster uploads for easy management of student registrations
- Ability to upload and store unlimited transcripts and records in our secure cloud
- Multi-record ordering and Third Party Ordering
- Tracking of orders for both staff and students
- Reporting of data related to all transactions

Pricing valid until 9/30/25

Parchment Diplomas



Diploma Services

Diploma Services (Digital + Print to Student) based on \$11.82 per grad - based on 700 grads	\$8,274.00
Implementation Fee One Time Fee	\$5,500.00 \$2,750
Total for Year 1	\$11,024.00

Next Steps

Date	Step	Responsible Party
9/9/25	Discovery Call	Reach Cyber/Parchment
9/18/25	Product Demo	Reach Cyber/Parchment
9/24/25	Proposal	Reach Cyber/Parchment
TBD	Board Approval /Review Parchment Contract	Reach Cyber
~6 weeks from sign & return of agreement	Project KickOff	Reach Cyber/Parchment
TBD	Product Testing	Reach Cyber/Parchment
TBD	Product Launch!	Reach Cyber/Parchment



THANK YOU

SPASIBO ARIGATO DO JE DANKE Asante Maita Henry Shukriya CA'M ON Arigatou Salamats Dikuji KAMSA HAMNIDA Jerejef GRACIAS ASANTE HVALA Mahalo Diolch Efcharisto CHOKRANE

XIE XIE Achiu KIA ORA Spasibo MAAKE Terima Kasih MERCI TODAY DANKIE Kiitos Aitäh ARIGATO OBRIGATO Vinaka GRAZIE THANKS Shukran

Khop Khun Krab Gratia

Coversheet

Government Affairs Update

Section:	VII. Information Items
Item:	A. Government Affairs Update
Purpose:	
Submitted by:	
Related Material:	Summary of School Code Changes for Cybers.docx

Summary of School Code Changes for Cybers

- Adds new attendance requirements just for public cyber charter schools which includes:
 - Requiring cybers to create a policy that determines when a child has an unexcused or excused absence or is present for synchronous instruction. To be present for synchronous instruction, a child must be present and visible to the teacher on camera during each synchronous instructional period for each course.
 - Requiring cybers to create a policy that determines when a child has an unexcused or excused absence or is present for asynchronous instruction. To be present for asynchronous instruction, a child must complete weekly benchmarks.
 - Cybers must create weekly benchmarks for students participating in asynchronous instruction and shall submit the weekly benchmarks to the department for approval by June 30 of each year for the following school year. If the department has not approved, denied or returned the weekly benchmarks within 45 days, the weekly benchmarks shall be deemed approved for the following school year.
 - The weekly benchmarks must be sufficient to demonstrate the student is making adequate and consistent progress toward completion of each course in which the student is enrolled.
 - The cyber charter school's attendance policy shall define adequate and consistent progress and include the consequence for failure to make adequate and consistent progress.
 - If a student does not complete the weekly benchmark, the student shall receive an absence or other consequence in accordance with the policy under this paragraph.
 - Cyber charter schools shall submit information related to the completion of the weekly benchmarks annually through PIMS and PDE shall post the information on the department's publicly accessible Internet website.
- Adds new requirements relating to truancy that apply only for public cyber charter schools, including:
 - A child who is habitually truant may not transfer, during the school year, to a cyber charter school unless a judge determines that the transfer is in the best interest of the child.
 - At the time of conviction, a judge shall make a determination on the ability of the child to transfer to a cyber charter school.
- Cuts funding for public cyber charter school students
 - Alters how tuition reimbursement rates are calculated for special education students and non-special education students.
 - Lawmakers estimate this will be a \$178 million cut. We estimate this proposal will result in approximately \$300 million in cuts.
 - Provides a carve-out for the Pittsburgh SD to provide an additional funding cut to this school district.
- Requires additional residency verification measures for students in public cyber charter schools, including:
 - By November 1 and March 1 of each year a parent/guardian must verify their residency by providing the cyber an approved document that includes their current address.

- The following documents may be used to prove residency: (i) An active residential lease agreement or a mortgage statement no more than three months old. (ii) A bank statement no more than three months old or a utility or Internet bill no more than three months old. (iii) A tax bill no more than three months old. (iv) An insurance document no more than three months old. (v) Any other document determined acceptable by the department.
- Outlines the consequences for a public cyber charter school that does not prove compliance of the Wellness Check provision of the law
 - Each cyber charter school shall submit to PDE a wellness check policy that demonstrates compliance.
 - If a cyber fails to comply, the department may:
 - Require the cyber charter school to report to PDE the date, time and method of each wellness check for each student.
 - Mandate teachers, administrators and staff of the cyber charter school to complete child abuse recognition, prevention and reporting training annually.
 - Require the cyber charter school to meet in person with each student at least once during the school year following the school year in which the cyber charter school is out of compliance.
 - Prohibit a cyber charter school from being awarded a state grant by PDE until the cyber charter school demonstrates compliance.