Reach Cyber Charter School Board of Trustees

Reach Cyber Charter School - Board Meeting

Published on August 17, 2026 at 1:21 PM EDT

Date and Time

Wednesday August 19, 2026 at 9:00 AM EDT

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 telephonically must contact the CEO 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 CEO 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.

Presenter

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 CEO 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 Report — Jane Swan

B. Human Resources Update — Michael Garman

1. Staffing Report as of August 12, 2026

2. HR Committee Update — On August 7, 2026, the HR Committee of the Board of Trustees met and discussed the attached August committee meeting agenda items. Verbal update to follow.

C. Financial Report — Karen Yeselavage

V. Consent Items

A. Approval of Staffing Report

B. Approval of the Minutes from the June 2026 Board Meeting.

C. Approval of the Minutes from the June 2026 Finance Committee Meeting — Karen Yeselavage

D. Approval to Renew Agreement with Brolly — Gregory McCurdy

Brolly is a cloud-based IEP service tracking and progress monitoring platform that enables special education teams to document services, monitor student progress toward IEP goals, generate compliance reports, and provide real-time visibility into service delivery across the organization.

E. Approval to Renew Agreement with the DaVinci Science Center — Brandie Karpew

Provides for the continued use of the facility for school programs and activities, consistent with prior years.

F. Approval to Renew Agreement with the Kamin Science Center — Brandie Karpew

Presenter

Provides for the continued use of the facility for school programs and activities, consistent with prior years.

G. Approval to Renew Agreement with The Franklin Institute — Brandie Karpew

Provides for the continued use of the facility for school programs and activities, consistent with prior years.

H. Approval to Renew Agreement with The Reading Science Center — Brandie Karpew

Provides for the continued use of the facility for school programs and activities, consistent with prior years.

I. Approval to Renew Agreement with The Lancaster Science Factory — Brandie Karpew

Provides for the continued use of the facility for school programs and activities, consistent with prior years.

J. Approval to Renew Agreement with Carahsoft — Nate Laird

This tool provides the Technology Support team with secure remote access to staff and student devices, enabling efficient troubleshooting, technical support, software deployment, and system maintenance regardless of the user's location.

K. Approval to Renew Agreement with Linkit — Andy Gribbin

LinkIt! is a student assessment and data management platform that provides educators with access to assessment results, performance analytics, and reporting tools. The system supports data-driven decision-making by helping staff monitor student achievement, identify learning needs, and track academic progress over time.

L. Approval of Attendance Policy — Rachel Graver

Policy formalizes existing practices to align with updated PDE requirements.

M. Approval of Wellness Policy — Rachel Graver

Policy formalizes existing practices to align with updated PDE requirements.

N. Approval to Renew Agreement with Finishing Trades Institute — JD Smith

The Finishing Trades Institute of the Mid-Atlantic Region, in partnership with the Philadelphia School District, has developed a Vocational Intern Partnership Program. This program is created to educate and provide hands-on experience in painting, drywall finishing, and grazing to students in their Junior and Senior years of high school.

O. Approval to Renew Agreement with of Big Picture Alliance — JD Smith

Presenter

Provides a virtual after school Youth Filmmaking Program. Will learn about media career paths through watching and analyzing files, meeting professionals, learning filmmaking fundamentals through hands on activities, and creating their own short film.

P. Approval to Renew the Agreement with IU13 — Nate Laird

Provides for the continuation of Microsoft's annual licensing agreement while incorporating organizational, user, and infrastructure licensing adjustments that result in an estimated $27,000 cost savings compared to prior years.

Q. Approval to Renew Agreement with GDC — Nate Laird

Provides for the continuation of this contract to support the purchase and maintenance of technology peripherals and accessories for student devices, ensuring adequate inventory to meet student needs throughout the school year.

VI. Action Items

A. Approval for the Agreement with Magic Hour — JD Smith

Magic Hour Academy is a **nonprofit creative studio** in Pittsburgh, PA, offering year-round mentoring for teens (grades 9–12) in film, podcasting, and digital storytelling

B. Approval of Acceptable Use Policy — Nate Laird

Establishes expectations for the secure, responsible, and professional use of Reach technology resources, including devices, networks, software, email, internet access, and information systems. The policy defines acceptable and prohibited activities, outlines security and data protection requirements, and formalizes employee responsibilities to protect school information and maintain compliance with applicable laws and regulations.

C. Approval for the Staff Bonus for the Successful Completion of Annual School Goals — Jane Swan

VII. Information Items

A. Government Affairs Update — Jessica Hickernell

VIII. Executive Session

A. Executive Session

IX. Closing Items

Presenter

A. Adjourn Meeting

Coversheet

CEO Report

Section: IV. Oral Reports
Item: A. CEO Report
Purpose:
Submitted by:
Related Material: 2026 August Board memo.pdf

REACH
CYBER CHARTER SCHOOL
Reach your potential

To: Reach Board of Trustees

Fr: Jane Swan, CEO

Date: August 19,2026

Hard to believe, Reach was wrapping up our graduation and 10th school year in June! Now we look forward to our 10 months staff returning August 24-26 for our in person Professional Development Days in Pittsburgh to kick off the 2026-2027 school year!

Celebrations are at the heart of our work at Reach! First, congratulations to Greg McCurdy who has been promoted to Chief of Special Education and Diverse Learners this summer! Greg has skillfully and professionally led the Special Education Department at Reach for eight years!

Second, over 1000 students participated in summer programs including Extended School Year, Accelerated pacing, Year Around pacing and Remediation. 65 High School Seniors are expected to graduate after completing their courses. 66, 9th graders completed 105 courses; 336, 10th graders completed 370 courses; 299, 11th graders completed 370 courses and 254, 12th graders completed 356 courses! 111 Middle School students will be promoted. 60 Elementary students have successfully completed courses. Special thanks to all our teachers, school counselors, family mentors and administrators who supported these students this summer!

Third, Rachel Graver and I met with the Pennsylvania Department of Education to finalize our required weekly benchmarks per Act 20 of the 2026 PA School Code enacted this summer! Additionally, the Charter School Annual Report was successfully submitted thanks to the hard work and contributions of Mike Garman and the Human Resources team, Karen Yeselavage, Josh Hicks, and the Finance team and Greg McCurdy together with the Special Education team!

Summer has been busy at Reach! Thank you for your leadership and service!

Coversheet

Human Resources Update

Section: IV. Oral Reports
Item: B. Human Resources Update
Purpose:
Submitted by:
Related Material: Board Staffing Report-August 2026.pdf
August2026-HR Committee Meeting Agenda .pdf

REACH Staffing Report August 19, 2026

25-26 School Year Budgeted Staff = 862

	Current Staff	Hires SYTD	Departures SYTD
10-month Staff	691 (706)	3 (12)	8 (13)
12-month Staff	150 (146)	1 (0)	1 (1)
Grand Total	**841 (852)**	**4 (12)**	**9 (14)**

Position Changes

First Name	Last Name	Former Position	New Position	Compensation	Start Date
Greg	McCurdy	Director of Special Education	Chief, Special Ed & Diverse Learners	$155,122	07/01/2026
Sarah	Herr	STEM Teacher	Career Readiness Coordinator	$70,615	08/16/2026
Ty	Jodon	Instructional Coach	3D Printer Lab Coordinator	$73,736	08/16/2026
Haley	Beckey	Elementary Teacher	Special Education Floater Teacher	$67,978	08/16/2026
Jason	Smith	Elementary Teacher	Special Education Floater Teacher	$76,485	08/16/2026
Amber	Mangelli	Elementary Teacher	Special Education Floater Teacher	$66,496	08/16/2026
Brooke	Heater	Elementary Teacher	Special Education Floater Teacher	$69,455	08/16/2026
Julia	Adams	Elementary Teacher	Special Education Floater Teacher	$69,947	08/16/2026
Kristin	Peterson	Elementary Teacher	Special Education Floater Teacher	$68,504	08/16/2026
Stacy	Martin	Reading Interventionist	Special Education Floater Teacher	$74,604	08/16/2026
Rachel	Rhody	Elementary Teacher	Elem Special Education Teacher	$73,702	08/16/2026
Kaila	Flack	Elementary Teacher	Family Mentor	$70,101	8/16/2026
Amy	Stroup	Elementary Teacher	Family Mentor	$77,387	8/16/2026
Nicole	Hartline	Elementary Teacher	STEM Teacher	$69,243	08/16/2026
Jacklyn	Cromedy	Special Ed Substitute Teacher	Special Education Floater Teacher	$61,530	08/16/2026
Kelly	Makay	Special Ed Substitute Teacher	Special Education Floater Teacher	$61,530	08/16/2026
Wyatt	Anderson	Carpentry Program Coord	Trades Program Coordinator	$62,963	08/16/2026
Kim	Haines	Elem Special Ed Teacher	High School Special Ed Teacher	$71,319	08/16/2026
Katelyn	Carr	Middle School Teacher	Hydroponics Coordinator	$64,275	08/16/2026
Beth	Marro	Elementary Teacher	Reading Interventionist	$81,476	08/16/2026
Brittany	Lantz	Elementary Teacher	STEM Teacher	$74,676	08/16/2026

REACH Staffing Report August 19, 2026

25-26 School Year Budgeted Staff = 862

New Hires

First Name	Last Name	Job Title	Compensation	Start Date
Joseph	Drexler	Desktop Support Technician	$62,000	08/24/2026
Kayla	Hanavan	Paraprofessional	$43,921	08/24/2026
Danielle	Nichols	Paraprofessional	$43,921	08/24/2026
Emily	Dunn	Occupational Therapist	$72,710	08/24/2026

Departing Employees

First Name	Last Name	Job Title	Last Day Worked
Carly	Mutter	Occupational Therapist	07/15/2026
Kelley	McConnell	Chief Academic Officer	07/15/2026
Miki	Yannarella	Elementary Electives Teacher	07/17/2026
Megan	Wallace	Elementary Teacher	07/27/2026
Nicole	Norella	Elementary Teacher	08/05/2026
Patti	Zentner	Family Mentor	08/14/2026
Aislinn	Benefield	Hydroponics Coordinator	08/14/2026
Brittany	Adams	STEM Teacher	08/14/2026
Katie	Smith	Veterinary Science Program Coordinator	08/14/2026

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Reach Cyber Charter School
HR Subcommittee Agenda
August 7, 2026

1. **Call to Order**
2. **Review/Approval of Prior Meeting Minutes**
3. **Review & Approve 26-27 HR Committee Schedule of Meetings**
4. **Review & Discuss 26-27 Compensation Structure Changes**
5. **Review/Approve Leave of Absence (LOA) Management Policy**
6. **Review & Approve 2026-2027 Employee Handbook**
7. **Discuss CEO Goals & Objectives**
8. **Items for Board Consideration**
9. **Action Items and Next Steps**
10. **Adjournment**

Coversheet

Financial Report

Section: IV. Oral Reports
Item: C. Financial Report
Purpose:
Submitted by:
Related Material: Preliminary Unaudited 6.30.26 Financial Statements.pdf
July 2026 Treas Report.pdf

BACKGROUND:

Report Highlights and Key Issues

- **During the month of July, the only revenue that has been recognized is investment income and a nominal amount of miscellaneous income. Note that our largest revenue source, school district tuition revenue, is not recognized until billing commences for the new school year in September. Therefore any 26/27 tuition that is received prior to September is deferred until 9/8/26.**
- **Beginning fund balance is unaudited and will not be finalized until the 25/26 fiscal year audit is issued. The audit is expected to commence in late September/ early October of 2026, and the final audit report is expected to be completed no later than March 31, 2027.**

Reach Cyber Charter School
Preliminary Revenue and Expense Statement- Budget to Actual
Fiscal Year Ending 6/30/26 - UNAUDITED

	Fiscal Year Ending 6/30/26	2025/2026 Approved Budget
Revenues:		
Function 6000- Local Sources	$ 102,240,218	$ 131,527,071
Function 7000- State Sources	$ 6,022	$ 160,000
Function 8000- Federal Sources	$ 3,392,280	$ 3,652,778
TOTAL REVENUES	**$ 105,638,520**	**$ 135,339,849**
Expenditures:		
Function 1000- Instructional Programs		
100- Salaries	$ 31,450,538	$ 39,237,294
200- Employee Benefits	$ 11,467,441	$ 13,203,350
300- Purchased Professional and Tech Svcs	$ 5,402,026	$ 6,604,600
400- Purchased Property Services	$ 670,275	$ 657,000
500- Other Purchased Services	$ 3,605,985	$ 5,243,250
600- Supplies	$ 2,567,456	$ 4,979,443
800- Dues, Fees, Other	$ 2,193	$ 5,350
Subtotal 1000- Instructional Programs	$ 55,165,914	$ 69,930,287
Function 2000- Support Services		
100- Salaries	$ 19,578,823	$ 24,127,953
200- Employee Benefits	$ 7,041,424	$ 8,119,056
300- Purchased Professional and Tech Svcs	$ 3,581,610	$ 2,371,174
400- Purchased Property Services	$ 403,181	$ 695,862
500- Other Purchased Services	$ 4,096,045	$ 5,024,217
600- Supplies	$ 2,890,091	$ 1,814,036
700- Fixed assets (prior to capitalization)	$ -	$ 1,120,000
800- Dues, Fees, Other	$ 291,930	$ 182,150
Subtotal 2000- Support Services	$ 37,883,104	$ 43,454,448
Function 2000- Non Cash Support Services		
700- Depreciation (non-cash)	$ 3,219,957	$ -
Function 3000- Non Instructional/ Community Services		
100- Salaries	$ 4,740,364	$ 6,093,659
200- Employee Benefits	$ 1,515,835	$ 2,050,516
300- Purchased Professional and Tech Svcs	$ 32,100	$ 40,000
400- Purchased Property Services	$ 35,582	$ 117,000
500- Other Purchased Services	$ 90,731	$ 133,000
600- Supplies	$ 3,644,718	$ 4,197,000
800- Dues, Fees, Other	$ 65,983	$ 117,500
Subtotal 3000- Non Instructional/ Community Service	$ 10,125,313	$ 12,748,675
TOTAL EXPENDITURES	**$ 106,394,288**	**$ 126,133,410**
NET INCREASE/ (DECREASE) - UNAUDITED	**$ (755,768)**	**$ 9,206,439**
Beginning Fund Balance	$ 85,137,920	
ENDING FUND BALANCE - UNAUDITED	**$ 84,382,152**	

Reach Cyber Charter School
Year to Date Expenditures-Unaudited 6/30/26 vs. Audited 6/30/25

	Fiscal Year Ending 6/30/26	Fiscal Year Ending 6/30/25	Change from Prior Year
Revenues:			
Function 6000- Local Sources	$ 102,240,218	$ 115,216,299	$ (12,976,081)
Function 7000- State Sources	$ 6,022	$ 173,520	$ (167,498)
Function 8000- Federal Sources	$ 3,392,280	$ 4,290,412	$ (898,132)
TOTAL REVENUES	**$ 105,638,520**	**$ 119,680,231**	**$ (14,041,711)**
Expenditures:			
Function 1000- Instructional Programs			
100- Salaries	$ 31,450,538	$ 37,018,937	$ (5,568,399)
200- Employee Benefits	$ 11,467,441	$ 10,965,394	$ 502,047
300- Purchased Professional and Tech Svcs	$ 5,402,026	$ 5,070,103	$ 331,923
400- Purchased Property Services	$ 670,275	$ 563,248	$ 107,027
500- Other Purchased Services	$ 3,605,985	$ 4,389,219	$ (783,234)
600- Supplies	$ 2,567,456	$ 967,101	$ 1,600,355
700- Property	$ -	$ -	$ -
800- Dues, Fees, Other	$ 2,193	$ 6,821	$ (4,628)
Subtotal 1000- Instructional Programs	$ 55,165,914	$ 58,980,823	$ (3,814,909)
Function 2000- Support Services			
100- Salaries	$ 19,578,823	$ 21,946,824	$ (2,368,001)
200- Employee Benefits	$ 7,041,424	$ 6,611,431	$ 429,993
300- Purchased Professional and Tech Svcs	$ 3,581,610	$ 2,832,984	$ 748,626
400- Purchased Property Services	$ 403,181	$ 446,740	$ (43,559)
500- Other Purchased Services	$ 4,096,045	$ 4,518,575	$ (422,530)
600- Supplies	$ 2,890,091	$ 1,003,774	$ 1,886,317
700- Property	$ 3,219,957	$ 5,434,527	$ (2,214,570)
800- Dues, Fees, Other	$ 291,930	$ 162,748	$ 129,182
Subtotal 2000- Support Services	$ 41,103,061	$ 42,957,603	$ (1,854,542)
Function 3000- Non Instructional/ Community Services			
100- Salaries	$ 4,740,364	$ 5,932,414	$ (1,192,050)
200- Employee Benefits	$ 1,515,835	$ 1,610,987	$ (95,152)
300- Purchased Professional and Tech Svcs	$ 32,100	$ 34,107	$ (2,007)
400- Purchased Property Services	$ 35,582	$ 54,429	$ (18,847)
500- Other Purchased Services	$ 90,731	$ 117,005	$ (26,274)
600- Supplies	$ 3,644,718	$ 3,876,893	$ (232,175)
800- Dues, Fees, Other	$ 65,983	$ 132,720	$ (66,737)
Subtotal 3000- Non Instructional/ Community Services	$ 10,125,313	$ 11,758,555	$ (1,633,242)
TOTAL EXPENDITURES	**$ 106,394,288**	**$ 113,696,981**	**$ (7,302,693)**
Net Increase/Decrease in Fund Balance/Equity	**$ (755,768)**	**$ 5,983,250**	**$ (6,739,018)**
Beginning Fund Balance	$ 85,137,920	$ 79,154,670	$ 5,983,250
ENDING FUND BALANCE	**$ 84,382,152**	**$ 85,137,920**	**$ (755,768)**

Reach Cyber Charter School
Preliminary Balance Sheet
June 30, 2026 - UNAUDITED

ASSETS	
Cash and Short Term Investments:	
Cash and Money Market Funds	$ 20,158,481
Short Term Investments	54614815
Total Cash and Short Term Investments	***$ 74,773,296***
Other Current Assets:	
Local District Receivables	$ 5,260,498
Allowance for Doubtful Accounts	$ (233,265)
Prepaid Expenses	$ 465,832
Other Current Receivables	$ 1,142
Total Other Current Assets	***$ 5,494,207***
Fixed Assets:	
Furniture	$ 11,864
Computer Hardware	$ 2,230,604
Equipment	$ 1,114,581
Right to Use- Building Lease	$ 1,287,352
Software Subscription Assets	$ 2,223,252
Building	$ 4,465,996
Building Improvements	$ 307,938
Accum Depr: Furniture	$ (4,527)
Accum Depr:Computer Hardware	$ (906,376)
Accum Depr: Equipment	$ (768,930)
Accum Amortization: Right to Use Building	$ (1,198,166)
Accum Amortization: Software Subscriptions	$ (896,001)
Accum Depr: Building	$ (104,970)
Accum Depr: Building Improvements	$ (16,127)
Net Fixed Assets	***$ 7,746,490***
Total Assets	***$ 88,013,993***
LIABILITIES	
Current Liabilities:	
Accounts Payable	$ 548,242
Due to Local Districts	$ 1,311,810
Operating Lease Liability- Short Term	$ 81,717
Software Subscription Liability- Short Term	$ 625,218
Unearned Revenue	$ 241,850
Total Current Liabilities	***$ 2,808,837***
Non-Current Liabilities:	
Operating Lease Liability- Long Term	$ 18,207
Software Subscription Liability- Long Term	$ 628,099
Other Non-Current Liabilities	$ 176,698
Total Non-Current Liabilities	***$ 823,004***
Total Liabilities	***$ 3,631,841***
FUND BALANCE	
Invested in Capital	$ 7,746,490
Reserved Fund Balance	$ 59,048,678
Undesignated Fund Balance	$ 17,586,984
Ending Fund Balance	***$ 84,382,152***
Total Liabilities and Fund Balance	***$ 88,013,993***

Reach Cyber Charter School
Revenue and Expense Statement- Budget to Actual
2026-2027 Year to Date as of 7/31/26

	Fiscal YTD through 7/31/26	2026/2027 Approved Budget
Revenues:		
Function 6000- Local Sources	$ 39,692	$ 107,464,423
Function 7000- State Sources	$ -	$ 146,000
Function 8000- Federal Sources	$ -	$ 3,355,326
TOTAL REVENUES	**$ 39,692**	**$ 110,965,749**
Expenditures:		
Function 1000- Instructional Programs		
100- Salaries	$ 162,939	$ 40,246,901
200- Employee Benefits	$ 55,644	$ 13,744,317
300- Purchased Professional and Tech Svcs	$ 325,383	$ 3,315,145
400- Purchased Property Services	$ 70,822	$ 671,000
500- Other Purchased Services	$ 20,912	$ 4,245,632
600- Supplies	$ 22,992	$ 2,196,038
800- Dues, Fees, Other	$ 252	$ 2,800
Subtotal 1000- Instructional Programs	$ 658,944	$ 64,421,833
Function 2000- Support Services		
100- Salaries	$ 1,039,817	$ 24,358,292
200- Employee Benefits	$ 355,098	$ 8,318,357
300- Purchased Professional and Tech Svcs	$ 333,757	$ 2,358,918
400- Purchased Property Services	$ 84,190	$ 390,000
500- Other Purchased Services	$ 877,147	$ 4,354,524
600- Supplies	$ 111,750	$ 2,855,908
800- Dues, Fees, Other	$ 34,561	$ 243,200
Subtotal 2000- Support Services	$ 2,836,320	$ 42,879,198
Function 2000- Non Cash Support Services		
700- Depreciation (non-cash)	$ 91,277	$ -
Function 3000- Non Instructional/ Community Services		
100- Salaries	$ 30,850	$ 5,960,667
200- Employee Benefits	$ 10,535	$ 2,035,567
300- Purchased Professional and Tech Svcs	$ -	$ 50,000
400- Purchased Property Services	$ 11,275	$ 86,000
500- Other Purchased Services	$ 1,306	$ 109,750
600- Supplies	$ 2,676	$ 2,510,000
800- Dues, Fees, Other	$ 12,304	$ 83,000
Subtotal 3000- Non Instructional/ Community Service	$ 68,946	$ 10,834,984
TOTAL EXPENDITURES	**$ 3,655,487**	**$ 118,136,015**
NET INCREASE/ (DECREASE)	**$ (3,615,795)**	**$ (7,170,266)**
Beginning Fund Balance (Unaudited)	$ 79,076,863	
ENDING FUND BALANCE	**$ 75,461,068**	

Reach Cyber Charter School
Year to Date Expenditures-7/31/26 vs. 7/31/25

	Fiscal YTD through 7/31/26	Fiscal YTD through 7/31/25	Change from Prior Year
Revenues:			
Function 6000- Local Sources	$ 39,692	$ 62,041	$ (22,349)
Function 7000- State Sources	$ -	$ -	$ -
Function 8000- Federal Sources	$ -	$ -	$ -
TOTAL REVENUES	**$ 39,692**	**$ 62,041**	**$ (22,349)**
Expenditures:			
Function 1000- Instructional Programs			
100- Salaries	$ 162,939	$ 158,440	$ 4,499
200- Employee Benefits	$ 55,644	$ 53,315	$ 2,329
300- Purchased Professional and Tech Svcs	$ 325,383	$ 286,976	$ 38,407
400- Purchased Property Services	$ 70,822	$ -	$ 70,822
500- Other Purchased Services	$ 20,912	$ 97,479	$ (76,567)
600- Supplies	$ 22,992	$ 58,612	$ (35,620)
700- Property	$ -	$ -	$ -
800- Dues, Fees, Other	$ 252	$ -	$ 252
Subtotal 1000- Instructional Programs	$ 658,944	$ 654,822	$ 4,122
Function 2000- Support Services			
100- Salaries	$ 1,039,817	$ 1,020,748	$ 19,069
200- Employee Benefits	$ 355,098	$ 343,482	$ 11,616
300- Purchased Professional and Tech Svcs	$ 333,757	$ 189,058	$ 144,699
400- Purchased Property Services	$ 84,190	$ 94,274	$ (10,084)
500- Other Purchased Services	$ 877,147	$ 169,245	$ 707,902
600- Supplies	$ 111,750	$ 88,946	$ 22,804
700- Property and Depreciation	$ 91,277	$ 376,924	$ (285,647)
800- Dues, Fees, Other	$ 34,561	$ 37,886	$ (3,325)
Subtotal 2000- Support Services	$ 2,927,597	$ 2,320,563	$ 607,034
Function 3000- Non Instructional/ Community Services			
100- Salaries	$ 30,850	$ 29,664	$ 1,186
200- Employee Benefits	$ 10,535	$ 9,982	$ 553
300- Purchased Professional and Tech Svcs	$ -	$ 220	$ (220)
400- Purchased Property Services	$ 11,275	$ 3,003	$ 8,272
500- Other Purchased Services	$ 1,306	$ 80,871	$ (79,565)
600- Supplies	$ 2,676	$ 10,225	$ (7,549)
800- Dues, Fees, Other	$ 12,304	$ -	$ 12,304
Subtotal 3000- Non Instructional/ Community Services	$ 68,946	$ 133,965	$ (65,019)
TOTAL EXPENDITURES	**$ 3,655,487**	**$ 3,109,350**	**$ 546,137**
Net Increase/Decrease in Fund Balance/Equity	**$ (3,615,795)**	**$ (3,047,309)**	**$ (568,486)**
Beginning Fund Balance	$ 79,076,863		
ENDING FUND BALANCE	**$ 75,461,068**		

Reach Cyber Charter School

Balance Sheet

July 31, 2026

ASSETS	
Cash and Short Term Investments:	
Cash and Money Market Funds	$ 13,720,148
Mutual Funds	$ 7,108,346
Other Cash Equivalents	$ 3,972,016
Fixed Income Treasury Bonds	$ 43,514,711
Total Cash and Short Term Investments	***$ 68,315,221***
Other Current Assets:	
Local District Receivables	$ 4,377,357
Allowance for Doubtful Accounts	$ (233,265)
Prepaid Expenses	$ 1,639,138
Other Current Receivables	$ 1,142
Total Other Current Assets	***$ 5,784,372***
Fixed Assets:	
Furniture	$ 11,864
Computer Hardware	$ 2,207,032
Equipment	$ 1,114,581
Right to Use- Building Lease	$ 1,287,352
Software Subscription Assets	$ 2,223,252
Building	$ 4,465,996
Building Improvements	$ 307,938
Accum Depr: Furniture	$ (4,668)
Accum Depr:Computer Hardware	$ (944,110)
Accum Depr: Equipment	$ (787,505)
Accum Amortization: Right to Use Building	$ (1,198,166)
Accum Amortization: Software Subscriptions	$ (896,001)
Accum Depr: Building	$ (114,513)
Accum Depr: Building Improvements	$ (17,838)
Net Fixed Assets	***$ 7,655,214***
Total Assets	***$ 81,754,807***
LIABILITIES	
Current Liabilities:	
Accounts Payable	$ 1,032,792
Due to Local Districts	$ 1,220,135
Operating Lease Liability- Short Term	$ 81,717
Software Subscription Liability- Short Term	$ 625,218
Other Current Liabilities	$ 1,806
Unearned Revenue	$ 2,447,685
Total Current Liabilities	***$ 5,409,353***
Non-Current Liabilities:	
Operating Lease Liability- Long Term	$ 18,207
Software Subscription Liability- Long Term	$ 628,099
Other Non-Current Liabilities	$ 238,080
Total Non-Current Liabilities	***$ 884,386***
Total Liabilities	***$ 6,293,739***
FUND BALANCE	
Invested in Capital	$ 7,655,214
Reserved Fund Balance	$ 58,664,132
Undesignated Fund Balance	$ 9,141,722
Ending Fund Balance	***$ 75,461,068***
Total Liabilities and Fund Balance	***$ 81,754,807***

Coversheet

Approval of the Minutes from the June 2026 Board Meeting.

Section: V. Consent Items
Item: B. Approval of the Minutes from the June 2026 Board Meeting.
Purpose:
Submitted by:
Related Material: 2026_06_17_board_meeting_minutes.pdf

DRAFT

Reach Cyber Charter School Board of Trustees

Minutes

Reach Cyber Charter School - Board Meeting

Date and Time
Wednesday June 17, 2026 at 9:00 AM

Location
1826 Good Hope Rd
Enola, PA 17025

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

Trustees Present
Anthony Alexander, David Taylor, Gail Hawkins Bush, Leigh Kraemer-Naser, Marcella Arline, Matthew Ryan, Paul Donecker, Ralph Woodard

Trustees Absent
None

Guests Present
Alex Lewis (remote), Alex Vidal (remote), Alicia Swope, Andy Gribbin, Brandie Karpew, Cody Smith, Danielle Leibig, Danielle Marsicano (remote), Gregory McCurdy, JD Smith, Jackie Hershey (remote), Jane Swan, Jarrin Hicks (remote), Jentry Hicks (remote), Josh Hicks (remote), Karen McGahee (remote), Karen Yeselavage, Kelley McConnell (remote), Lisa Blickley (remote), Michael Garman, Nate Laird, Patricia Hennessy (remote), Rachel Graver, Stephanie Lane

I. Opening Items

A. Roll Call

B. Call the Meeting to Order

David Taylor, Board President, called the meeting of the Reach Cyber Charter School Board of Trustees to order on Wednesday, May 20, 2026 at 9:04am.

II. Public Comment

A. Comments for the Public

There were no comments from the public at this time.

III. Routine Business

A. Approval of the Agenda

David Taylor, Board President, asked the board to review the agenda distributed prior to the meeting and asked if any changes were needed.

No changes were noted.
Ralph Woodard made a motion to approve the agenda for June 17, 2026.
Marcella Arline seconded the motion.
The board **VOTED** to approve the motion.

IV. Oral Reports

A. CEO Report

Jane Swan, CEO, presented an overview of the school's current enrollment, highlighting overall trends and patterns observed across the student population. Ms. Swan provided the results from the Family Satisfaction survey. Noting that 78.7% were very satisfied which is up from 2025.

Ms. Swan announced that Reach completed our tenth year and eighth graduation class with 699 graduates. Indicating that overall Reach has graduated 5000 student in Pennsylvania. Ms. Swan also announced the graduating kindergarten class of 171 and 570 8th graders were promoted to the high school.

Ms. Swan gave a heartfelt thank you to our wonderful senior team and appreciates their leadership for the 20205/2026 school year.

Ms. Swan provided updates to the state budget. With the support of Jess Hickernell and Brandie Karpew, the continued communications with legislators and the press about the importance of revisions to Act 47.

B. Human Resources Update

Michael Garman, Director of Human Resources, presented an overview of current staffing levels to the Board. He reported an authorized staffing complement of 886, with 849 employees currently on staff.

Mr. Garman also provided an update on the HR Committee meeting . There were no items for the Boards consideration.

C. Financial Report

Karen Yeselavage, Chief Financial Officer, reviewed the school's financial statement with the Board. She presented the revenue and expense statement, highlighting variances and changes since the prior month's report. Ms. Yeselavage also reviewed the school's balance sheet and discussed the current financial forecast.

V. Consent Items

A. Approval of Consent Items

Mr. Taylor requested that the board members review the items listed under the Consent Items.

1. Approval of Staffing Report
2. Approval to Renew the Agreement with Everyway, Unique Learning System
3. Approval to Renew the Agreement with Carahsoft
4. Approval to Renew SentinelOne
5. Approval to Renew the Agreement with Brittany Mart, Earth Science
6. Approval to Renew the Agreement with NTIEC
7. Approval to Renew the Agreement with the Jason Phillips Team
8. Approval to Renew the Agreement with LevelUp
9. Approval to Renew the Agreement with Aquatic Sciences
10. Approval to Renew the Agreement with ABC West Pathway
11. Approval to Renew the Agreement with Evolve Trades
12. Approval to Renew the Agreement with Myth
13. Approval to Renew the Agreement with Elmwood Zoo
14. Approval to Renew the Agreement with Made Fashion Institute
15. Approval to Renew the Agreement with The Nail Academy
16. Approval to Renew the Agreement with Pitt Drone
17. Approval to Renew the Agreement with Taste Buds Kitchen
18. Approval to Renew the Agreement with Weary Arts Group
19. Approval to Renew the Agreement with Moore College of Art & Design
20. Approval to Renew the Agreement with Edmentum
21. Approval to Renew the Agreement with Genially

22. Approval to Renew the Agreement with Gizmos
23. Approval to Renew the Agreement with Canvas/Instructure
24. Approval to Renew the Agreement with Vector
25. Approval to Renew the Bullying Policy

Marcella Arline made a motion to approve the the minutes from Reach Cyber Charter School Board Meeting on May 20, 2026 and the Consent Items.
Anthony Alexander seconded the motion.
The board **VOTED** to approve the motion.

VI. Action Items

A. Approval of Parent and Family Engagement Policy and Compact

This document included updates to the policy to ensure all requirements for Federal Title 1 were met.
Paul Donecker made a motion to approve the changes to the Parent and Family Engagement Policy and Compact.
Gail Hawkins Bush seconded the motion.
The board **VOTED** to approve the motion.

B. Final Approval of 2026-2027 Annual Budget

There were no changes to the budget since the May review.
Ralph Woodard made a motion to approve the 2026-2027 Annual Budget.
Paul Donecker seconded the motion.
The board **VOTED** to approve the motion.

VII. Information Items

A. Government Affairs Update

Jessica Hickernell provided an update on the current status of the state budget. She indicated that the budget will not pass on time and that it could be middle of July before enacted.

B. State Testing Update

Kelley McConnell, Chief Academic Officer, provided an update on state testing. She noted that there was a 70% participation or 4000 students that tested at 30 sites.

C. Presentation on KidWind

Students Jarrin and Jentry Hicks gave a brief presentation to share their experience with KidWind.

D. IT Updates

Nate Laird, Director of IT, gave a brief update on technology and security.

VIII. Executive Session

A. Executive Session

The Board entered into an Executive Session at 10:17AM.

Coversheet

Approval of the Minutes from the June 2026 Finance Committee Meeting

Section: V. Consent Items
Item: C. Approval of the Minutes from the June 2026 Finance Committee Meeting
Purpose:
Submitted by:
Related Material: 20260615 Reach Finance Committee Minutes.docx

Reach Cyber Charter School Board of Trustees

Minutes

Reach Cyber Charter School - Finance Committee

Date and Time
Monday June 15, 2026 at 2:00 PM

Location
1826 Good Hope Road
Enola, PA 17025

Trustees Present
Matthew Ryan (remote), Marcella Arline (remote), Ralph Woodard (remote)

Trustees Absent
None

Management Present
Jane Swan (absent), Rachel Graver (remote), Karen Yeselavage

Guests Present
None

A regular meeting of the Reach Cyber Charter School (the School) Finance Committee of the Board of Trustees (the Committee) convened at 1:00 pm, on June 15, 2026, at the School's executive conference room. Matthew Ryan presided as meeting Chairman.

Meeting materials were furnished to the Committee, copies of which will be placed in

the Committee's file.

A quorum being present, the Chairman called the meeting to order.

Karen Yeselavage, with assistance from the Management team in attendance, explained the School's 2026-2027 draft budget. The Committee also discussed planned uses for the School's reserve fund balance. The Committee then reviewed the May 2026 Treasurer's Report and monthly disbursements in excess of $20,000. Upon conclusion, the Committee has recommended that Management present the draft budget at the School's next Board meeting.

At a future Committee meeting, the Committee will review the School's investment policy and procurement policy. Also at a future Board or Committee meeting, Management will have a presentation on setting up a school foundation.

There being no further business, the Committee adjourned.

Respectfully Submitted,
Matthew Ryan

Coversheet

Approval to Renew Agreement with Brolly

Section: V. Consent Items
Item: D. Approval to Renew Agreement with Brolly
Purpose:
Submitted by:
Related Material: Brolly.pdf

brolly by Level Data

Level Data
56 Broad St, STE 14018
Boston, MA 02109

BILL TO:

Reach Cyber Charter School
,

INVOICE SUMMARY:

Account Number:	C002273
Purchase Order:	
Invoice Number:	INV03242
Invoice Date:	07/01/2026
Payment Terms:	Net 30
Due Date:	07/31/2026
Invoice Amt Due:	$34,860.00
Currency:	USD

INVOICE DETAILS

PRODUCT	DESCRIPTION	START	END	QTY	AMOUNT
Brolly Platform	Reach Cyber Charter School-Reach Cyber Charter School	07/01/2026	06/30/2027	1.00	$28,933.80
Service Fulfillment	Reach Cyber Charter School-Reach Cyber Charter School	07/01/2026	06/30/2027	1.00	$3,486.00
Benchmark Monitoring	Reach Cyber Charter School-Reach Cyber Charter School	07/01/2026	06/30/2027	1.00	$2,440.20

Subtotal	$34,860.00
Total	$34,860.00
Payments Applied:	$0.00
Total Amount Due:	$34,860.00

Need a W-9? Please find our W-9 here

Questions or concerns regarding this invoice? Please email ar@leveldata.com

Please reference invoice number(s) on all remittance, including ACH, EFT, and Checks payments.

Bank Name: Webster Bank Bank Address: 360 Lexington Ave. 5th FL, New York, NY 10017 Beneficiary Name: ESE Solutions LLC (Brolly) Beneficiary Account Number: 42044744 Routing Number (ACH/EFT): 221970443	U.S. Mailing address Level Data, LLC (ESE Solutions LLC – Brolly) 56 Broad Street STE 14018 Boston, MA 02109

Coversheet

Approval to Renew Agreement with the DaVinci Science Center

Section: V. Consent Items
Item: E. Approval to Renew Agreement with the DaVinci Science Center
Purpose:
Submitted by:
Related Material: DaVinci Pledge Agreement.pdf

DA VINCI SCIENCE CENTER®
AT PPL PAVILION

Pledge Agreement

This pledge agreement is entered into on the 1st day of July 2026, between Reach Cyber School (REACH) and the Da Vinci Discovery Center of Science Technology ("Da Vinci"). Reach desires to make a gift commitment to Da Vinci in the amount of $50,000 (Fifty thousand dollars), as described more fully below, in accordance with the terms and conditions of this Commitment. Da Vinci desires to accept the gift subject to such terms and conditions set forth in this agreement.

In consideration of the mutual promises herein contained, the parties to this Agreement agree as follows:

1. Reach agrees to pay this $50,000 pledge to be invoiced on July 1, 2026.
2. In recognition of the charter school's generosity, Da Vinci will provide the following sponsorship benefits through June 30, 2027:
   - 8 field trips valued at a total of 30 people/tickets per visit. Any additional people to these trips and/or trips booked (i.e., more than 8 trips) would be at the group rate cost. REACH will be given a 25-minute lunch time; students and teachers may bring a bagged lunch or purchase lunch from the café.
   - Da Vinci Hands-On Workshop, Animal Encounter, or Science Show in alternate months starting in September (5 total).
   - A 15% discount on Da Vinci Science Center memberships for Reach families.
   - Two opportunities to bring the REACH STEM Mobile Lab to be scheduled between September and February. Time will be 11:00 am to 1:00 pm.
   - One **facility rental to accommodate a Back-to-School Celebration** on **September 15th** including complimentary admission for Reach families. Event hours will be from 3:00 pm to 6:00 pm, with access for REACH staff set-up and clean-up for one hour prior to and after the event. Any decorations, audio-visual rentals, or catering would be at Reach's expense. Catering must be arranged through Da Vinci's concession partner, Aramark. Reserved space: Science Theatre.
   - One **facility rental to accommodate** the **Winter STEM Challenge** or another special event, including complimentary admission for REACH families on a mutually agreed-upon date. [See event details below.]
   - One **facility rental to accommodate** the **Read Across America Day** on **March 2nd** including complimentary admission for REACH families on a date to be determined. [See event details below.]
   - One **facility rental to accommodate Pi Day** on **March 12th** including complimentary admission for REACH families on a date to be determined. [See event details below.]
   - **Event Details** for Winter STEM Challenge, Read Across America Day, and Pi Day: Event hours will be from 10:00 am to 1:00 pm for students, with access for REACH staff set-up and clean-up for one hour prior to and after the event. A 25-minute lunch time will be assigned for students and teachers to eat in Leo's Café. Catering for 30 guests included (either a voucher for the café or pizza). The event space will be the Science Theatre or a similar space. The Theatre/space will be set with 6 tables to accommodate separate learning activity stations. Labor fees are included.
   - **10 Summer camp** registrations for Reach students.
   - A **10% discount** for additional Reach students to attend camps.

The Da Vinci Discovery Center of Science and Technology, Inc. (or "Da Vinci Science Center" or "DSC") is an independent nonprofit organization with IRS 501(c)(3) status. Its federal tax identification number is 23-2824084. The official registration and financial information of the Da Vinci Science Center may be obtained from the Pennsylvania Department of State by calling toll-free, within Pennsylvania, 1.800.732.0999. Registration does not imply endorsement. Information about the organization's registrations in additional states is available on the web at davincisciencecenter.org/disclosures.

United Way of the Greater Lehigh Valley

Platinum Transparency 2024 Candid.

DA VINCI SCIENCE CENTER®
AT PPL PAVILION

- **Recognition** as the sponsor of the School's Out Camp Program and Summer Camp Program during the agreement period.
- Career experience assistance for Reach Cyber Schools female high school students via **The WISE Forum Sponsorship of $5,000**. The primary purpose of the WISE Forum is to introduce female high school and college students to strong role models who have pursued STEM leadership opportunities in different industries and to inspire those students to expand their career aspirations. The event features a networking dinner for female mentors and students, followed by a public discussion featuring a panel of distinguished female leaders in STEM from across the nation.

3. Da Vinci is recognized by the United States Internal Revenue Service as a 501 (c)(3) tax-exempt organization. Donors are responsible for seeking the advice of their tax advisor to determine whether their charitable contributions are tax-deductible.
4. The terms and conditions of this Commitment may not be orally amended, modified, or altered, but may be amended, modified, or altered only in writing signed by the Donor(s) and Da Vinci.
5. This Commitment shall be governed by and interpreted in accordance with the laws of the Commonwealth of Pennsylvania.

Acknowledged by:

Julie K Ambrose 5/29/26

Jane Swan Date
Chief Executive Officer
Reach Cyber Charter School

Julie K. Ambrose, Ph.D. Date
Director of Philanthropy
Da Vinci Science Center

The Da Vinci Discovery Center of Science and Technology, Inc. (or "Da Vinci Science Center" or "DSC") is an independent nonprofit organization with IRS 501(c)(3) status. Its federal tax identification number is 23-2824084. The official registration and financial information of the Da Vinci Science Center may be obtained from the Pennsylvania Department of State by calling toll-free, within Pennsylvania, 1.800.732.0999. Registration does not imply endorsement. Information about the organization's registrations in additional states is available on the web at davincisciencecenter.org/disclosures.

Coversheet

Approval to Renew Agreement with the Kamin Science Center

Section: V. Consent Items
Item: F. Approval to Renew Agreement with the Kamin Science Center
Purpose:
Submitted by:
Related Material: Karmin Science Center Agreement.pdf

CARNEGIE MUSEUMS

SPONSORSHIP AGREEMENT

Carnegie Institute d/b/a Carnegie Museums for its component Daniel G. and Carole L. Kamin Science Center having an address of One Allegheny Ave, Pittsburgh, PA 15212 ("Carnegie Museums" or "Museum") is very pleased to have you participate as a sponsor in the upcoming event, exhibit and/or program described below (collectively, "Sponsored Activity" or "Activity") in accordance with the terms and conditions of this Sponsorship Agreement ("Agreement"). If the terms and conditions set forth in this Agreement are acceptable, please sign the Agreement where indicated and return the Agreement to the Carnegie Museums contact person identified below.

PART A: SPONSORSHIP INFORMATION

SPONSOR INFORMATION:

Name of Company, Organization or Individual: Reach Cyber Charter School ("Sponsor")

Address: 1826 Good Hope Rd

City: Enola State: PA Zip: 17025 Phone: 717-745-5588

Contact Person: Doug Miedel Email: dmiedel@reachcyber.org

MUSEUM INFORMATION:

SPONSORED ACTIVITY(IES): BNY Fab Lab

DATE(S): September 1, 2026 to August 31, 2027

Location(s)/Component(s): Kamin Science Center

Museums Contact Person: Naomi Crown **Email:** CrownN@CarnegieMuseums.Org **Phone**: (412) 622 - 6275

CONSIDERATION:

SPONSORSHIP FEE (TOTAL): $ 39,000

SPONSORSHIP FEE SCHEDULE: $39,000 by August 31, 2026

SPONSORSHIP ACKNOWLEDGEMENTS:

1. **MEDIA/MARKETING ELEMENTS**
   - Sponsor is recognized with logo in four (4) emails during Term; with timing, wording, and placement to be determined by Museum.
   - Sponsor is recognized in four (4) social media posts during Term; with timing, wording, and placement to be determined by Museum.

CREDIT LINE (IF ANY): _____

2. **MUSEUM RELATED ELEMENTS:**
   - Sponsor receives two (2) complimentary field trips for up to twenty-five (25) guests on a mutually agreeable date, during Term
   - Sponsor may reserve private access to Kamin Science Center classroom space rental facilities on four (4) mutually acceptable dates and times (not to exceed three hours, each) during Term; all hard costs (except rental fee for the space), including but not limited to parking, custodial, security, as well as food services costs will be the sole responsibility of Sponsor
   - Sponsor receives one (1) Reach Cyber School Maker Day at Fab Lab for up to twenty-five (25) guests on a mutually agreeable date during Term (subject to scheduling and additional costs). Maker Day activity to be pre-approved by Museum.
   - Sponsor receives one (1) private show for up to one hundred twenty (120) guests in Buhl Planetarium during Term; during regular visitor hours on a mutually agreeable date

3. **ONSITE ACTIVITIES, SIGNAGE, HANDOUTS AND/OR GIVEAWAYS BY SPONSOR:**
   - Sponsor is recognized with logo and link on BNY Fab Lab website during Term; the manner, placement, and format of link to be mutually agreed; Sponsor hereby gives Museum permission for such linking activity to Sponsor's website

- Sponsor is recognized on signage in BNY Fab Lab during Term; with size, location, and wording to be determined by Museum
- Sponsor receives daily rotating recognition on first floor video display board in lobby during Term; with size, location, and wording to be determined by Museum
- Sponsor may be on-site at Museum on two (2) mutually acceptable dates during Term to exhibit or hand out items or printed materials; table location to be determined by Museum; any materials distributed or activity done by Sponsor while on-site must be pre-approved by Museum; costs for services (except table set-up fee), including but not limited to linens and parking, will be responsibility of Sponsor

IF SPONSOR EMPLOYEE(S) OR REPRESENTATIVE(S) WILL BE ON-SITE AT MUSEUM CONDUCTING AN ACTIVITY(IES) AS PART OF THE SPONSORSHIP ACKNOWLEDGEMENTS, THEN PLEASE REFER TO THE ONSITE ACTIVITY REQUIREMENTS IN THE ATTACHED STANDARD TERMS & CONDITIONS.

4. **TERM:** This Agreement shall begin on the Effective Date and shall continue thereafter in full force and effect until midnight on August 31, 2027 ("Term"), unless sooner terminated in accordance with the terms of this Agreement.

5. **EXCLUSIVITY IN CATEGORY:** During the Term, Sponsor shall be the exclusive Sponsor of the Sponsored Activities in the category of:_____

6. **CARNEGIE MUSEUMS MARKS (IF ANY):** To be designated by Carnegie Museums, if any.

TERMS AND CONDITIONS:

By executing this Agreement, Sponsor agrees to be bound by this Agreement including the Standard Terms & Conditions set forth on the next page(s) of this Agreement and any and all attachments hereto, which are hereby fully incorporated herein. The signatories to this Agreement hereby acknowledge the sufficiency of the consideration for this Agreement and warrant that they have read and agree to all of the terms and conditions of this Agreement, and have full power and authority to sign for and legally bind themselves (if an individual) or their respective companies or organizations.

EFFECTIVE THIS _____ DAY OF _____, _____ (the "Effective Date").

REACH CYBER CHARTER SCHOOL	CARNEGIE INSTITUTE FOR DANIEL G. AND CAROLE L. KAMIN SCIENCE CENTER
By:_____	By:_____
Print Name:_____	Print Name:_____
Title:_____	Title:_____
Date:_____	Date:_____
Tax ID #_____ (ss# or TIN/EIN)	Carnegie Museums Staff Representative:_____ (initials)

PART B: STANDARD TERMS AND CONDITIONS

1. The Parties: Carnegie Museums and Sponsor are sometimes each referred to herein as a "Party" and collectively as the "Parties".

2. Sponsorship Acknowledgments: Carnegie Museums agrees to provide the Sponsorship Acknowledgments identified in Part A of this Agreement in connection with the Sponsored Activity during the Term, unless shorter durations are indicated in Part A, in return for the timely receipt of the Sponsorship Fee/Consideration identified in Part A of this Agreement and in consideration of Sponsor's good reputation and standing. Sponsor understands and agrees that no Sponsorship Acknowledgement shall consist of or include: (i) messages containing qualitative or comparative language, price information or other indications of savings or value; (ii) endorsements of Sponsor's products or services; or (iii) inducements to purchase, sell or use any of Sponsor's products or services, such as for example, savings coupons or buy one get one free promotional offers. If in the future circumstances change such that it is no longer feasible, in the opinion of the Museum, to continue to provide the Sponsorship Acknowledgements identified in Part A, or any portion(s) thereof, Carnegie Museums will provide substitute acknowledgements that, in its opinion, most closely fulfill the intentions described.

3. Media/Marketing Elements: The credit line, if any, identified in Part A of this Agreement and/or Sponsor's name and/or logo as mutually agreed by Sponsor and Museum, will be included in the Media/Marketing Elements in a manner recognizing Sponsor as a sponsor of the Sponsored Activity, in a format to be mutually agreed upon between the parties, taking into account space and other like constraints which may vary from element to element.

4. Onsite Signage, Displays, Handouts, Giveaways and Other Property of Sponsor: Sponsor shall be permitted to conduct the activities, if any, identified in Part A of this Agreement at Carnegie Museums in connection with the Sponsored Activity at the dates and times identified in Part A or to be mutually agreed upon by the Parties. Any and all signage, handouts, displays, giveaways, product placements or other materials, items or other property of any kind to be displayed, used or provided by Sponsor in connection with such activities must be pre-approved by Carnegie Museums. In no event shall Sponsor distribute materials of any kind to children under the age of 18 or solicit children under the age of 18 for personal information. Sponsor shall be solely responsible for any and all transportation and storage relating to any such signage, handouts, displays, giveaways, products, materials, items and other property. Notwithstanding any other provisions of this Agreement, Sponsor shall be solely responsible and liable for all property brought onto Carnegie Museums premises by Sponsor, including any and all damage, theft or loss relating thereto.

5. **On-Site Activity Requirements.** For those Sponsorship Acknowledgements that include Sponsor employee(s) or other Sponsor representative(s) being on-site at Carnegie Museums to conduct an activity(ies) as part of the Sponsorship Acknowledgements, the following requirement(s) shall apply:

(a) Carnegie Museums Staff Representative Required. Sponsor's main contact under this Agreement for on site activities conducted by Sponsor employee(s) or representative(s) shall be Naomi Crown (CrownN@CarnegieMuseums.Org) ("Carnegie Museums Staff Representative"). The Carnegie Museums Staff Representative will monitor Sponsor's activities while Sponsor is on Carnegie Museums premises, for purposes of, among other things, complying with Carnegie Museums' policies and procedures and Sponsor shall follow the Carnegie Museums Staff Representative's instructions in these regards.

(b) Background Check Clearances Required.

(i) Any of Sponsor's employee(s) or representative(s), including any owner/proprietor of Sponsor, on Carnegie Museums' properties conducting an activity(ies) as part of the Sponsorship Acknowledgements must have applied for and received the background check clearances specified under Pennsylvania Act 153 of 2014, as amended ("Act 153"), 23 Pa. C. S. Section 6344(b), or satisfy the conditions for provisional employment specified in 23 Pa. C. S. Section 6344(m). It is understood and agreed that anyone who has not received clearances under Act 153 or who does not meet the conditions for provisional employment under Act 153 shall not be permitted to conduct activities on Carnegie Museums' properties as part of the Sponsorship Acknowledgements.

(ii) Sponsor is solely responsible for taking the necessary steps to ensure that Sponsor's employees or other representative(s), including any owner/proprietor of Sponsor, conducting activities on Carnegie Museums' properties as part of the Sponsorship Acknowledgements apply for and receive the requisite clearances prior to any such persons commencing any such activities on Carnegie Museums' properties. Sponsor is also solely responsible for obtaining and maintaining copies of the requisite clearances (and applications for clearances) of such persons.

(iii) **Sponsor shall provide the Carnegie Museums Staff Representative with a sworn declaration** confirming that all of Sponsor's employee(s) or other representative(s), including any owner/proprietor of Sponsor, conducting activities on Carnegie Museums' properties as part of the Sponsorship Acknowledgements have received the background check clearances specified by Act 153 or are qualified provisionally under Act 153. The form of declaration is attached as **PART B: Exhibit 1**.

(iv) Sponsor hereby releases Carnegie Museums and agrees to defend, indemnify and hold Carnegie Museums harmless, from and against any and all injuries, losses and/or damages (including reasonable attorneys' fees and costs) resulting from Sponsor's failure to comply with this Section 5 or from the interactions of Sponsor's employee(s) or representative(s) with minor children while conducting activities on Carnegie Museums' properties as part of the Sponsorship Acknowledgements. The terms of this Section 5(b)(iv) shall survive the expiration or termination of this Agreement.

6. Exclusivity in Category: If applicable, during the Term of this Agreement, Sponsor shall be the exclusive sponsor of the Sponsored Activity in the Category as specifically identified in Part A of this Agreement.

7. Consideration. In exchange for the Sponsorship Acknowledgements and other rights granted to Sponsor herein, Museum shall receive from Sponsor the Sponsorship Fee in the total amount and according to the payment schedule set forth in Part A of this Agreement together with any and all other In-Kind Consideration, if any, identified in Part A of this Agreement.

8. Sponsor Marks. Sponsor hereby grants to Museum, for the Term of this Agreement, a limited, non-exclusive license to use and/or display the corporate and trade name(s), trademark(s), service mark(s), logo(s), symbol(s), design(s), decal(s), artwork(s) and other proprietary designation(s) of Sponsor (collectively "Sponsor Marks") for the purposes of effecting Museum's rights and obligations under this Agreement and thereafter for historical and archival purposes in connection with the documenting of the occurrence of the Sponsored Activity. Museum shall not have the right to sublicense except that Museum may permit its designees

(which shall be subject to the terms of this Agreement) to produce materials for or on behalf of Museum for the purpose of effecting the Museum's rights and obligations under this Agreement. Sponsor shall have the right to review and pre-approve of the uses of the Sponsor Marks hereunder. Any of the Sponsor Marks used or displayed in connection with this Agreement shall be and remain the sole and exclusive property of the Sponsor. All use of Sponsor's Marks, and all goodwill associated therewith, shall inure exclusively to the benefit of Sponsor.

9. Carnegie Museums Marks. Carnegie Museums hereby grants to Sponsor, for the Term of this Agreement, a limited, non-exclusive license to use and/or display Carnegie Museums' name, trademark(s), service mark(s) and/or logo(s) identified in Part A of this Agreement (collectively "Carnegie Museums Marks") solely for the purpose of identifying that Sponsor is a sponsor of the Program in accordance with the terms of this Agreement provided, however, Sponsor shall have no right to create merchandise for sale or distribution or other product giveaways that incorporate or otherwise display any of the Carnegie Museums Marks without the prior written explicit agreement of Carnegie Museums. Sponsor shall not have the right to sublicense except that Sponsor may permit its designees (which shall be subject to the terms of this Agreement) to produce materials for or on behalf of Sponsor for purposes of effecting the Sponsor's rights and obligations under this Agreement. Sponsor shall not use the Carnegie Museums Marks for any purpose other than as described in this Agreement. Carnegie Museums shall have the right to review and pre-approve of all uses of the Carnegie Museums Marks hereunder. Sponsor must provide Carnegie Museums with a sample of all proposed uses of the Carnegie Museums Mark and Carnegie Museums shall have at least five (5) business days to review and approve or disapprove the proposed use. Sponsor shall not make any proposed use of the Carnegie Museums Marks without Carnegie Museums' approval. Any of the Carnegie Museums Marks used or displayed in connection with this Agreement shall be and remain the sole and exclusive property of Carnegie Museums. All use of the Carnegie Museums Marks, and all goodwill associated therewith, shall inure exclusively to the benefit of Carnegie Museums.

10. Term and Termination. The Term of this Agreement is as set forth in Part A of this Agreement hereof. Either Party may terminate this Agreement in the event the other Party materially breaches this Agreement and does not cure such breach within fourteen (14) days after written notice of such breach is given by the non-breaching Party to the allegedly breaching Party. The Parties agree to engage, during such termination notice period, in a good faith effort to effect a mutually agreed upon cure. Carnegie Museums shall also have the right, without liability to Sponsor, to immediately stop Sponsor's participation in the Sponsored Activity on verbal notice at the Activity in the event that Sponsor's goods/materials and/or Sponsor's actions are in material breach of this Agreement or otherwise inconsistent with the reputation, standing or mission of the Carnegie Museums in its sole discretion.

11. Content and Materials Provided by Sponsor. Sponsor represents and warrants that all content, including without limitation the Sponsor Marks, products, giveaways, handouts, signage and/or any and all other items and materials provided by Sponsor for use in connection with the Sponsorship Acknowledgements, shall not contain any matter that is obscene or libelous; is unsafe; violates any applicable law, rule or regulation; and/or infringes, misappropriates or otherwise violates the copyrights, trademark rights, patent rights, rights of publicity or privacy, or other rights of any third party. The terms of this Section shall survive the expiration or termination of this Agreement.

12. Indemnification.

(a) Sponsor shall defend, indemnify and hold harmless Carnegie Museums and its agents, officers, directors, employees and representatives from and against any and all damages, personal injuries, property damage, bodily injuries, liabilities, costs and expenses, including reasonable attorneys' fees and costs, arising out of, based on or in any other manner related to the following (including any and all claims, actions, lawsuits and/or demands by third parties): (i) activities undertaken, performed or conducted by Sponsor or its agents, officers, directors, employees, representatives, or others acting on behalf of Sponsor, in connection with the Sponsorship Acknowledgements or otherwise pursuant to this Agreement (including any and all activities relating to the sale, serving or distribution of alcohol by or on behalf of Sponsor); (ii) the material breach of this Agreement by Sponsor or its agents, officers, directors, employees or representatives; or (iii) the negligent or willful misconduct of Sponsor or its agents, officers, directors, employees or representatives, all except to the extent covered by subsection (b) of this Section.

(b) Carnegie Museums shall defend, indemnify and hold harmless Sponsor and its agents, officers, directors, employees and representatives from and against any and all damages, personal injuries, property damage, bodily injuries, liabilities, costs and expenses, including reasonable attorneys' fees and costs, arising out of, based on or in any other manner related to the following (including any and all claims, actions, lawsuits and/or demands by third parties): (i) activities undertaken, performed or conducted by Carnegie Museums or its agents, officers, directors, employees, representatives, or others acting on behalf of Carnegie Museums, in connection with the conduct of the Sponsored Activity or otherwise pursuant to this Agreement (including any and all activities relating to the sale, serving or distribution of alcohol by or on behalf of Carnegie Museums); (ii) the material breach of this Agreement by Carnegie Museums or its agents, officers, directors, employees or representatives; or (iii) the negligent or willful misconduct of the Carnegie Museums or its agents, officers, directors, employees or representatives, all except to the extent covered by subsection (a) of this Section.

(c) Each Party shall provide the other Party with prompt written notice of any claim, demand or action for which such Party is seeking or may seek indemnification hereunder. The Parties agree to render to each other such assistance as may reasonably be requested in order to ensure a proper and adequate defense. The indemnifying party shall not have the right to settle any claim if such settlement contains a stipulation to, or an admission or acknowledgement of, any wrongdoing on the part of an indemnified party. The indemnified parties shall not make any settlement of any claims, which might give rise to liability of an indemnifying party, without the prior written consent of the indemnifying party.

(d) IN NO EVENT WHATSOEVER SHALL CARNEGIE MUSEUMS BE LIABLE TO SPONSOR FOR ANY INDIRECT, SPECIAL CONSEQUENTIAL OR INCIDENTAL DAMAGES, HOWEVER CAUSED, ON ANY THEORY OF LIABILITY, AND WHETHER OR NOT CARNEGIE MUSEUMS HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. Any claims or causes of action against Carnegie Museums arising in any manner out of this Agreement must be brought within three (3) months following the expiration or termination of this Agreement.

(e) The terms of this Section shall survive the expiration or termination of this Agreement.

13. Insurance Requirements:

(a) For the Term of this Agreement, Sponsor will, at its own expense, maintain the following insurance, with a reputable insurer acceptable to Museum, in full force and effect: (i) worker's compensation coverage to the extent required by law at the statutory limits and employer's liability insurance at a minimum of $500,000

each accident and bodily injury and $500,000 bodily injury by disease each employee; (ii) commercial general liability insurance sufficient to cover claims for personal injury, bodily injury (including death) advertising injury and property damage with a minimum limit of $1 million per occurrence and a $2 million aggregate for the products/completed operations and operations exposures; and (iii) business automobile insurance for owned, hired and non-owned vehicles with a minimum limit of $1,000,000 per occurrence on a combined single limit basis; and (iv) commercial excess/umbrella insurance with a minimum limit of $5,000,000 per occurrence with a $5 million aggregate. If Sponsor is providing or serving alcoholic beverages in connection with any events included as part of the Sponsorship Acknowledgements or otherwise in connection with the Sponsorship Acknowledgements, liquor liability insurance in the amount of $2,000,000 is required.

(b) Sponsor shall provide Carnegie Museums a certificate of insurance certifying that coverage as required by this Agreement has been obtained and shall remain in force as specified by this Agreement. Sponsor must provide to Carnegie Museums such proof of insurance prior to the provision of any Sponsorship Acknowledgements. Upon request, a copy of all or portions of policies will be provided to Carnegie Museums.

(c) Carnegie Museums shall be named as an Additional Insured on the general liability, automobile policies, umbrella liability, products liability and liquor liability policies. A copy of the additional insured endorsement providing coverage must accompany the certificate of insurance. All coverage afforded to Carnegie Museums by Sponsor's required coverages shall be on a primary and non-contributory basis. A waiver of subrogation endorsement in favor of Carnegie Museums shall be provided on all policies, including without limitation the worker's compensation policies.

(d) Thirty (30) days' notice shall be given to Carnegie Museums if Sponsor's insurance policies are cancelled, or not-renewed, or any limits or coverages are reduced.

(e) The fulfillment or non-fulfillment of the insurance obligations hereunder shall not relieve Sponsor of any liability assumed by Sponsor hereunder or in any way modify Sponsor's obligations to indemnify Carnegie Museums.

(f) The terms of this Section shall survive the expiration or termination of this Agreement for the time period stated in this Section.

14. Force Majeure. Museum shall not be responsible for events beyond its reasonable control, such as public emergency or necessity, legal restrictions, labor disputes, strikes, boycotts, casualties, government restrictions, acts of God, unforeseen commercial delays or for any reason, including but not restricted to mechanical breakdowns beyond the control and without the fault of Museum that impair or otherwise cause Museum to be unable to provide any one or more Sponsorship Acknowledgements or to provide the Sponsorship Acknowledgements at the time specified if any ("Force Majeure Occurrence"). In the event of a Force Majeure Occurrence, Museum shall not be liable to Sponsor except to the extent of allowing a pro-rated reduction of the Sponsorship Fee commensurate with the Sponsorship Acknowledgements not received by Sponsor or suitable "make goods". The terms of this Section shall survive the expiration or termination of this Agreement.

15. Applicable Law/Jurisdiction/Disputes: This Agreement shall be governed and enforced under the laws of the Commonwealth of Pennsylvania without regard to conflicts of laws principles. Any controversy, claim or dispute arising out of or relating to this Agreement or the breach hereof, shall be submitted to arbitration in the City of Pittsburgh in accordance with the rules of the American Arbitration Association then in effect and judgment upon the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof. Any decision by the arbitrator(s) in accordance with this section shall be conclusive on the issues presented for arbitration and no appeal shall be allowed therefrom. This provision shall not impair or be in lieu of the rights of either Party to seek injunctive relief in a court of competent jurisdiction. Any such legal action, suit or proceeding arising out of or relating to this Agreement or the breach hereof shall be instituted in an appropriate state or federal court located in Allegheny County, Pennsylvania and each Party hereto irrevocably consents to such jurisdiction and venue and waives all objections thereto. The terms of this Section shall survive the expiration or termination of this Agreement.

16. Relationship of Parties. This Agreement shall not be construed to create or imply any relationship between the Parties other than that of independent contractors. Each Party hereby acknowledges full responsibility for the payment of its own expenses in connection herewith, including but not limited to any and all taxes. The Parties shall fully comply with all applicable laws, regulations and ordinances in the course of their performance of their services, commitments and obligations under this Agreement.

17. Miscellaneous: The failure of either Party at any time to enforce any of the provisions of this Agreement will in no way constitute or be construed as a waiver of such provision or of any other provision hereof, nor in any way affect the validity of, or the right thereafter to enforce, each and every provision of this Agreement. The payment or acceptance of fees or charges for any period after a default shall not be deemed a waiver of any right. This Agreement, together with any and all exhibits hereto, constitute the entire understanding of the Parties with respect to the subject matter hereof and may not be amended except by a written agreement executed by both Parties. This Agreement shall be binding upon the Parties and their respective heirs, successors and assigns. Notwithstanding the foregoing, neither Party shall have the right to assign this Agreement, in whole or in part, whether by operation of law or otherwise, without the prior written consent of the other Party. All notices hereunder shall be in writing, shall be delivered to the addresses and contact persons identified in Part A of this Agreement and shall be effective: (i) when personally delivered; (ii) when delivered by private courier (with confirmation of delivery); (iii) when transmitted via fax (with receipt confirmed); or (iv) three business days following deposit in the U.S. mail, postage prepaid, registered or certified, return receipt requested. The terms of this Section shall survive the expiration or termination of this Agreement.

PART B: Exhibit 1

DECLARATION

1. I, _____, am the _____ of _____ ("Sponsor").
   print or type name; print or type job title; print or type name of Sponsor

2. I hereby certify that all employees and representatives of Sponsor, including any owners/proprietors of Sponsor, who are expected to and/or assigned to conduct activities on Carnegie Institute's properties as part of the Sponsorship Acknowledgements have received clearances under Act 153 or are qualified as a provisional employee under Act 153.

3. I have received from and am maintaining, the documentation specified under Act 153 to confirm that each Sponsor employee and representative, including any owner/proprietor of Sponsor, who is expected to and/or assigned to conduct activities on Carnegie Institute's properties as part of the Sponsorship Acknowledgements has either secured all clearances specified under Act 153 or is qualified as a provisional employee under Act 153.

I hereby swear and affirm that the information set forth above is true and correct. I understand that false statements made herein are made subject to the penalties of 18 Pa.C.S. § 4904.

_____
Signature of Declarant

Coversheet

Approval to Renew Agreement with The Franklin Institute

Section: V. Consent Items
Item: G. Approval to Renew Agreement with The Franklin Institute
Purpose:
Submitted by:
Related Material: The Franklin Institute Agreement.pdf

THE FRANKLIN INSTITUTE

INSPIRING A PASSION FOR LEARNING ABOUT SCIENCE AND TECHNOLOGY

SPONSORSHIP PROPOSAL

Prepared for REACH CYBER CHARTER SCHOOL

July 2026

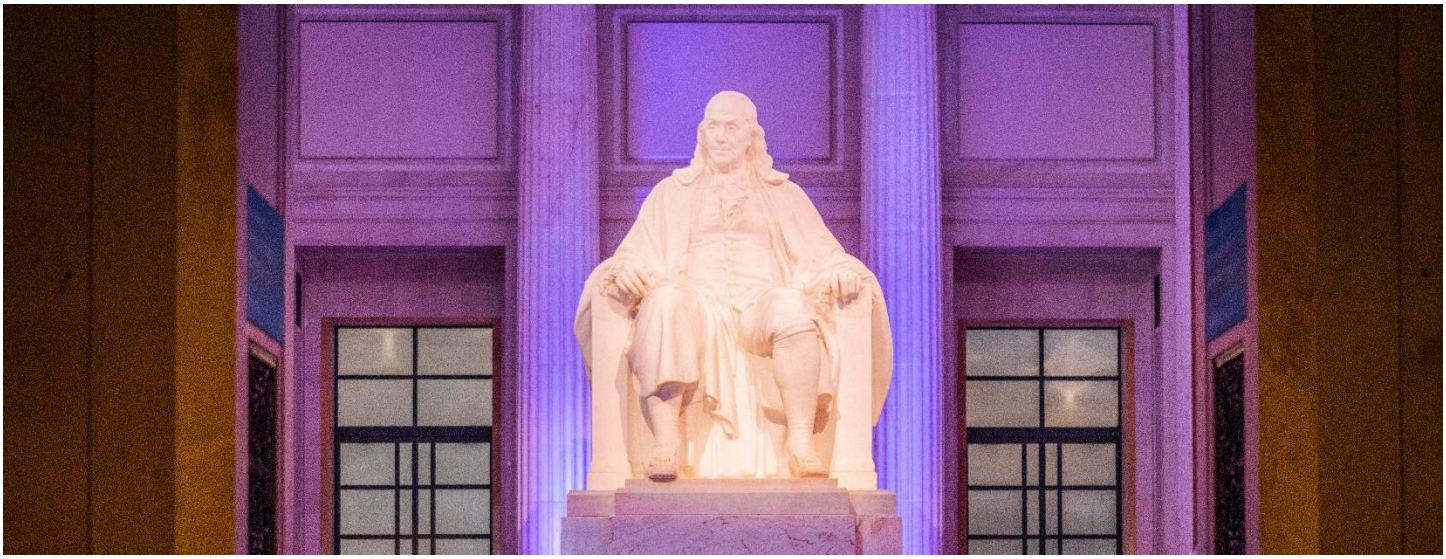












In the spirit of inquiry and discovery embodied by Benjamin Franklin, the mission of The Franklin Institute is to inspire a passion for learning about science and technology.

For more than 200 years, The Franklin Institute has played a central and constantly evolving role in meeting the educational needs of our community and being *the* place for individuals from the region to experience STEM learning. The great importance of science, technology, and STEM literacy and professionals has been demonstrated on a global scale and, we continue to uphold the Institute's legacy by delivering educational content for students, families, educators, and adults alike.

This is an incredible moment for science, and our goal is to inspire more and more young people to explore science and technology as a means to positively change their educational horizons and economic futures. Our visitors are the next generation of scientists, engineers, thought leaders, and problem solvers, and we hope you will join us in delivering our mission to inspire and educate. **Each and every gift is critical to ensuring the vitality of our science center and the continuation of our programs, and we respectfully request Reach Cyber Charter School support The Franklin Institute's mission, science center, and science and technology programming in 2026.**

The Franklin Institute's Science Center | The Franklin Institute is the most visited museum in the Commonwealth of Pennsylvania and has been infusing the Philadelphia region with dynamic educational and cultural opportunities for 200 years as we advance our *mission to inspire a passion for learning about science and technology*. The Institute achieves this goal through a range of exhibits, educational programs, outreach efforts, and its dedication to making learning around science, technology, engineering, and mathematics (STEM) more accessible.

The Institute's core exhibitions are the backbone of our mission and programs, and through which we educate and inspire. It is within these exhibit spaces that visitors of all ages experience STEM learning in very tangible and memorable ways – in ways that excite; inform; encourage questions, creativity, and problem solving; and foster a personal connection to STEM. During a typical year we welcome more than 800,000 visitors, with 200,000 students and teachers visiting on deeply discounted or free admissions.

2026 Corporate Partner Benefits:

With an investment of $50,000, we invite Reach Cyber Charter School to support ongoing educational programming and events while receiving various other benefits.

As a Corporate Partner of The Franklin Institute, the following benefits would be provided:

- Back To School Night Event: September 14, 2026:
  Includes free rental of Franklin Hall, Your Brain Exhibit, and the Eatery. Free parking for all guests and staffing for the evening.
- Six (6) free rentals of the Fifth Floor Conference Center*
  Includes free parking for all guests; 10% rental discount on additional event space needed
- Two (2) onsite activations throughout the year on a date of your choosing*
- Two (2) professional development training workshops held onsite (for up to 30) or virtually (for up to 100) for Reach Cyber Charter School's teachers
  Includes programming led by Franklin Institute science educators and industry leaders focused on STEM science communication skills (Deep discount provided should additional teachers like to be added to the training).
- 250 Science Digital Museum passes
- Complimentary parking vouchers when students and families are on site
- Name recognition on digital donor signage in the Benjamin Franklin National Memorial, displayed year-round
- Invitations to exclusive exhibit receptions and private viewings for special attractions
- Concierge service for special attractions, tickets, memberships, etc.
  **Based on availability. Other restrictions may apply*

Special Offer: **For a total sponsorship of $60,000, TFI would increase the number of free Fifth Floor Conference Center rentals to ten (10) / year. This would include free parking for all guests.**



Museum Programming and Reach:



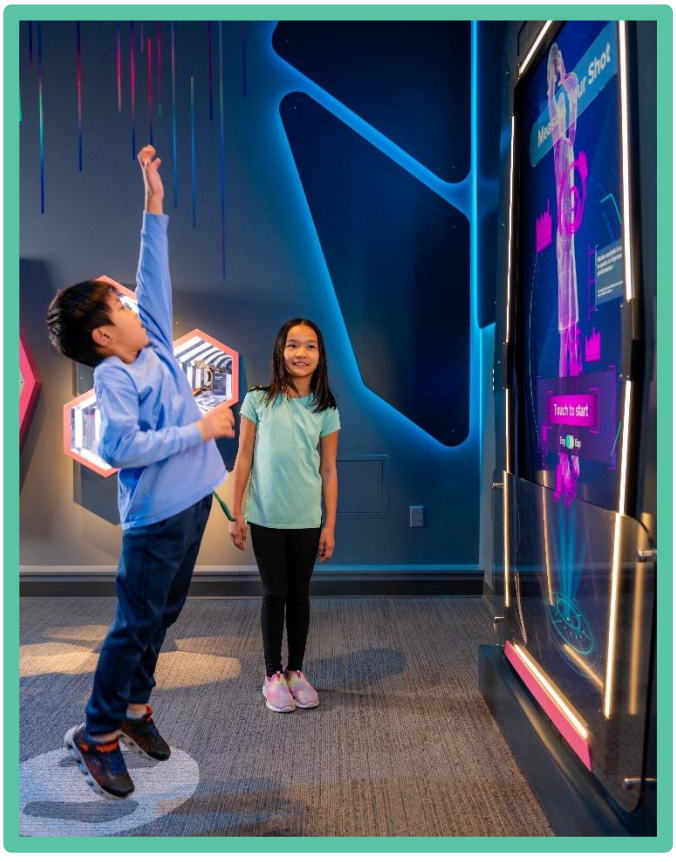
In-person programming and experiences |

Exhibits are activated and supplemented by live science shows, dissections and demonstrations, and special events and celebrations. Through sponsored activations throughout the year visitors of all ages – no matter their background, race, or gender – learn that science can be for them, that they belong in the science and technology world, and that a career in STEM is within their grasp.

Free and Discounted Admission | Working to be a place where education, experiences, and engagement opportunities around STEM are more equitable and accessible, we provide free and deeply discounted admission for students and teachers from Title 1 schools and youth and families from under-resourced communities through our Access programs.

Summary:

Philadelphia stands at the center of a vibrant and diverse region where history and innovation, science and culture combine and thrive. For 201 years, The Franklin Institute has been an anchor in this City, promoting inquiry, discovery, and learning about science and technology for kids and grownups alike. Philanthropic support is essential to The Franklin Institute's ability to continue inspiring, educating, and providing learning opportunities for as many people as possible, regardless of means.



As we seek to inspire a passion for learning about science and technology through a world-class visitor experience, leading-edge and trustworthy science communication, and impactful education programs, philanthropic support remains crucial. On behalf of all those we serve, thank you for your kind review and consideration of this request to support The Franklin Institute, its mission, exhibits, and programs. If you have any questions or require additional information, please do not hesitate to reach out to:

Casey Anne Satell
Director of Institutional Giving
215.448.2378 / csatell@fi.edu

Pledge Form

In consideration of the gifts and pledges of others, I/we _____ give/ pledge

$ _____ to the Franklin Institute.

I/we understand that the Franklin institute solicits other contributions and pledges in reliance on your intention to fulfill this pledge.

Designation - please choose one of the following:

☐ 2026 Sponsorship

Schedule of Payment: I/we will fulfill my/our pledge per the schedule below:

$ _____ to be paid on ____/____/

Name _____

Address _____

_____

_____

Signature _____ **Date** _____

The Franklin Institute accepts the pledge described above.

_____ _____

Rebekah Sassi, for The Franklin Institute **Date**
Vice President of External Affairs

Coversheet

Approval to Renew Agreement with The Reading Science Center

Section: V. Consent Items
Item: H. Approval to Renew Agreement with The Reading Science Center
Purpose:
Submitted by:
Related Material: Reading Science Factory.pdf

Memorandum of Understanding

This Memorandum of Understanding (MOU) is made and entered into as of July 1, 2026 until June 30, 2027 between:

Reach Cyber Charter School
750 East Park Drive, Suite 204
Harrisburg, PA. 17111

Reading Science Center
645 Penn Street, Lower Level
Reading, PA 19601
Contact: Ralia Vardaxis, Executive Director

I. PURPOSE

This MOU sets forth the terms and understanding between Reach Cyber Charter School (Reach) and Reading Science Center (RSC) to collaborate in providing enhanced educational resources and opportunities for students.

The start date for the term of this agreement will be July 1, 2026, and the end date will be June 30, 2027. Both parties agree to meet at least one month prior to the term's expiration to discuss extension or termination.

II. SCOPE OF COLLABORATION

Reading Science Center will provide:

- 12 total usages of RSC space for the purpose of in-person programming. These may be led by Reach or educators of the RSC.
  - Each program is not to exceed three hours in length, and will be held during RSC's normal operating hours, subject to availability.
  - RSC spaces shall be reserved at least two months in advance, where possible. Every effort will be made to schedule the full year in advance or schedule each semester (fall/spring/summer) well in advance to ensure RSC spaces are available and reserved for Reach.
  - RSC will assign one point of contact to schedule and confirm these bookings.
  - Reach will cooperate with RSC's capacity limits in each space.
  - Consumable materials for classroom investigations will be paid separately and specified when scheduling to ensure staff and material availability.
- 300 general admission tickets to the facility to be distributed by Reach to its families for use during the term of the agreement.

- Access to quarterly newsletter, "Curiosity Quarterly."
- Access to participation in all RSC afterschool programs.

Reach Cyber Chater School will provide:

- A fee of $25,000 for the term of this agreement, payable in full on or before the start date listed above.
- Reach will assign one point of contact who is responsible for all reservations.
- Share RSC educational opportunities with Reach families.
- The opportunity to participate in any community or marketing event where an information booth spotlighting Reach could be used.
- Confirmation letters assuring all necessary employee clearances.
- Certificate of insurance naming RSC additionally insured.

IV. DURATION

This MOU is effective July 1, 2026 and is in effect until June 30, 2027, unless terminated by either party, with 30-days written notice.

This MOU will be reviewed annually and may be modified by mutual written consent of both parties.

By: _____

_____
Reach Cyber Charter School

Signed: _____
Date: _____

By: Ralia C. Vardaxis
Executive Director
Reading Science Center

Signed: Ralia C. Vardaxis
Date: 7/1/26

Coversheet

Approval to Renew Agreement with The Lancaster Science Factory

Section: V. Consent Items
Item: I. Approval to Renew Agreement with The Lancaster Science Factory
Purpose:
Submitted by:
Related Material: Lancaster Science Factory.docx

Memorandum of Understanding
Memorandum of Understanding for the partnership between Reach Cyber Charter School and Lancaster Science Factory.

Effective start date: September 1, 2026

Lead Organization:
Reach Cyber Charter School 750 East Park Drive, Suite 204
Harrisburg, PA. 17111

Partnering Organization: Lancaster Science Factory 454 New Holland Avenue Lancaster, PA 17602

This Memorandum of Understanding (MOU) is made and entered into by Reach Cyber Charter School (Reach Cyber) and Lancaster Science Factory (LSF}. The entities listed above may collectively be referred to as the parties to this MOU.

I. **PURPOSE:**
The purpose of this MOU is to partner Lancaster Science Factory, whose primary mission is to offer children an environment for learning and developing curiosity, thinking creatively, and building confidence in the principle of science and applications of science in engineering and technology, with Reach Cyber Charter School. Reach Cyber families may access LSF during mutually agreed-upon times over the course of this partnership.

The start date for the term of this agreement will be September 1, 2026, and the end date will be August 31, 2027. Both parties agree to meet at least one month prior to the term's expiration to discuss extension or termination.

II. **STATEMENT OF MUTUAL BENEFIT AND INTEREST:**
The parties agree that it is to their mutual benefit and interest to work cooperatively in providing Reach Cyber students an opportunity to utilize the LSF facility for the purpose of expanding their learning.

The parties to this MOU have individual responsibilities regarding the partnership.

Reach Cyber and LSF will both be active partners in communicating about events being held at the facility.

LANCASTER SCIENCE FACTORY WILL PROVIDE:

- Two usages of the LSF facility per month for the purpose of in-person programming led by Reach Cyber.
    - One usage during the months of November, January, February, and April of the Exhibit Hall, and one usage in those same months of any of the following spaces: Maker Space, STEM Classroom, or Science Cafe. (The usage of the Exhibit Hall and other spaces may be concurrent if desired.)
    - Each program is not to exceed three hours in length.
    - Programs must be held during LSF's normal operating hours, which are Monday-Saturday 10 am - 5 pm, Sunday 12 - 5 pm from Memorial Day - Labor Day (Summer), and Tuesday- Saturday 10 am - 5 pm, Sunday 12 - 5 pm from Labor Day- Memorial Day (School Year). Some additional Mondays are available throughout the year.
    - LSF spaces (Exhibit Hall, STEM classroom, Maker space, Science Cafe) shall be reserved at least two months in advance. Every effort will be made to schedule the full year in advance or schedule each semester (fall/spring/summer) well in advance to ensure LSF spaces are
      available and reserved for Reach Cyber. (For LSF scheduling purposes, Fall is typically defined as September-December, Spring as January-May, and Summer as June-August.)
    - The LSF STEM Classroom and Maker Space are not available between June-August due to Summer Camps.
    - Reach Cyber will assign one Point of Contact who is responsible for all reservations. LSF will assign one Point of Contact to schedule and confirm these bookings.
    - At the time of booking, Reach Cyber will provide each program's date and time, an approximate headcount (number of students, teachers, and chaperones), identify the LSF space requested, and specify the type of program (professional development, classroom program, exhibit exploration, etc).
    - Reach Cyber will cooperate with the following capacity limits in each space. For the STEM classroom and Maker Space, the capacity limit *is* 20 students. For the exhibit hall, the capacity limit for groups is 75

students. The Science Cafe can seat 8 students and host two instructors at one time.
    - Two of the four usages shall include a classroom workshop. Reach Cyber will be able to select from workshops currently available at the time of booking.
    - Any request beyond those described above involving assistance from Lancaster Science Factory staff or usage of consumable materials will be paid separately on a case-by-case basis and specified when scheduling to ensure staff and material availability.
- 100 general admissions to the facility to be distributed to Reach Cyber families for use during the term of the agreement.
- Sponsorship and Demo table at one First Friday event, per the opportunity level "Co- Sponsor." (see attachment for included benefits). The date will be coordinated with the Director of Visitor Services to ensure availability and maximize the timing for Reach Cyber Charter School.
- Sponsorship benefits and demo table at a Public Program agreed upon by both parties (example: Bubblemania November 27 or 28, 2026)
- $3500 worth of scholarships will be made available Reach Cyber students for Summer Camps and Day Off Camps.
- Lancaster Science Factory will share information about camps and other programs as soon as it is available with Reach Cyber designated Point of Contact. Reach Cyber Point of Contact will share with families and provide a code that allows them to register at no cost. Reach Cyber will only distribute codes for the designated number of scholarships. Lancaster Science Factory will alert Reach Cyber if all scholarships are not booked by an agreed upon date.
- 5 (Five) Lancaster Science Factory ASTC Family Memberships to give away at your discretion. These memberships are valid at hundreds of Science Centers and Museums nationwide. A code will be provided for these memberships.

REACH CYBER CHARTER SCHOOL WILL PROVIDE:

- A fee of $15,500 for the term of this agreement, payable in full on or before the start date listed above.
- School logo and mission/vision information.

III. INSURANCE

At all times during the term of this MOU, Lancaster Science Factory will maintain at its own expense liability insurance in an amount adequate to protect against any liability arising from the services to be provided by LSF under this MOU. The liability insurance shall be of the type customarily obtained in LSF's field.

Reach Cyber will need to maintain insurance as required from any Lancaster Science Factory facility rental and furnish a certificate of insurance in advance of all events.

LSF is not liable for any or all claims, actions, liabilities, losses, expenses, damages, and costs including, but not limited to attorney fees, settlement expenses, that may at any time be incurred by reason of any claim, suit, action, or other proceeding that is based on, or arises from, the partner/memorandum of agreement.

IV. IT IS MUTUALLY AGREED AND UNDERSTOOD BY AND BETWEEN THE PARTIES THAT:

This MOU is executed as of the effective start date listed above and is in effect until either party, in writing, with a 30-day notice decides to terminate this agreement.

By:

Jane Swan	Karen Knecht
Chief Executive Officer	Executive Director
Reach Cyber Charter School	Lancaster Science Factory
Signed: _____	Signed: _____
On this date: _____	On this date: _____

Coversheet

Approval to Renew Agreement with Carahsoft

Section: V. Consent Items
Item: J. Approval to Renew Agreement with Carahsoft
Purpose:
Submitted by:
Related Material: Carahsoft - SolarWinds - 06.04.2026 - Quote 61234577.pdf

GOVERNMENT - PRICE QUOTATION

CARAHSOFT TECHNOLOGY CORP

carahsoft

11493 SUNSET HILLS ROAD | SUITE 100 | RESTON, VIRGINIA 20190
PHONE (703) 871-8500 | FAX (703) 871-8505 | TOLL FREE (888) 66CARAH
WWW.CARAHSOFT.COM | SOLARWINDS@CARAHSOFT.COM

SOLARWINDS Public Sector

TO: Nate Laird
Desktop Support Manager
Reach Cyber Charter School
1826 Good Hope Rd
Enola, PA 17025 USA

EMAIL: nlaird@reachcyber.org

PHONE: (717) 745-2735

FROM: Jack Basse
Carahsoft Technology Corp.
SolarWinds Government Team
11493 Sunset Hills Road
Suite 100
Reston, Virginia 20190

EMAIL: Jack.Basse@carahsoft.com

PHONE: (571) 662-3829

TERMS:
FTIN: 52-2189693
Shipping Point: FOB Destination
Remit To: Same as Above
Payment Terms: Net 30 (On Approved Credit)
Cage Code: 1P3C5
DUNS No: 088365767
UEI: DT8KJHZXVJH5
Credit Cards: VISA/MasterCard/AMEX
Sales Tax May Apply

QUOTE NO:	61234577
QUOTE DATE:	06/04/2026
QUOTE EXPIRES:	07/13/2026
RFQ NO:	
SHIPPING:	ESD
TOTAL PRICE:	$38,313.30
TOTAL QUOTE:	$38,313.30

LINE NO.	PART NO.	DESCRIPTION	LIST PRICE	QUOTE PRICE		QTY	EXTENDED PRICE
		YEAR 1					
1	1230000	SolarWinds Dameware Remote Everywhere - per concurrent user - Subscription Renewal SolarWinds - 1230000 Start Date: 07/14/2026 End Date: 07/13/2027 Serial #: SW22719295	$882.00	$806.80	OM	15	$12,102.00
		YEAR 1 SUBTOTAL:					$12,102.00
		YEAR 2					
2	1230000	SolarWinds Dameware Remote Everywhere - per concurrent user - Subscription SolarWinds - 1230000 Serial #: SW22719295	$882.00	$873.71	OM	15	$13,105.65
		YEAR 2 SUBTOTAL:					$13,105.65
		YEAR 3					
3	1230000	SolarWinds Dameware Remote Everywhere - per concurrent user - Subscription SolarWinds - 1230000 Serial #: SW22719295	$882.00	$873.71	OM	15	$13,105.65
		YEAR 3 SUBTOTAL:					$13,105.65
		SUBTOTAL:					$38,313.30

Should the end customer elect to renew their subscription licenses as set forth in this Order for the additional multi-year option years presented, the cost to renew the subscription license(s) for such option periods, immediately following completion of the initial term set forth in this Order, shall be at the pricing set forth above. Notwithstanding anything set forth herein to the contrary, no early termination fee found in separate SolarWinds terms shall apply.

TOTAL PRICE:	**$38,313.30**
TOTAL QUOTE:	**$38,313.30**

GOVERNMENT - PRICE QUOTATION

CARAHSOFT TECHNOLOGY CORP

11493 SUNSET HILLS ROAD | SUITE 100 | RESTON, VIRGINIA 20190
PHONE (703) 871-8500 | FAX (703) 871-8505 | TOLL FREE (888) 66CARAH
WWW.CARAHSOFT.COM | SOLARWINDS@CARAHSOFT.COM

This is a multi-year contract which is paid annually according to the schedule above

Should the end customer elect to renew their subscription licenses as set forth in this Order for the additional multi-year option years presented, the cost to renew the subscription license(s) for such option periods, immediately following completion of the initial term set forth in this Order, shall be at the pricing set forth above. Notwithstanding anything set forth herein to the contrary, no early termination fee found in separate SolarWinds terms shall apply.

CURRENCY: USD

PLEASE SEND ALL ORDERS TO SOLARWINDS@CARAHSOFT.COM

PLEASE REFERENCE QUOTE # AND APPLICABLE CONTRACT # ON ALL ORDERS

SolarWinds Channel End User Terms:
Reseller represents and warrants that Reseller shall either: i) cause the End User to agree to be bound by all terms and conditions of the End User Agreement located at https://www.solarwinds.com/legal/eula or https://www.solarwinds.com/legal/software-services-agreement (for SaaS products) to the extent consistent with U.S. Federal law, or ii) if Reseller is contracting with a higher tier subcontractor or prime contractor in support of a prime contract with End User, Reseller shall cause the higher tier subcontractor and/or prime contractor to require the End User receiving the SolarWinds Software, Maintenance, upgrades, training, and support to agree to all terms and conditions in the End User Agreement.

Coversheet

Approval to Renew Agreement with Linkit

Section: V. Consent Items
Item: K. Approval to Renew Agreement with Linkit
Purpose:
Submitted by:
Related Material: Reach Cyber Charter School 26-27 Linkit Renewal Quote.pdf

Quote

LinkIt! (Advanced Assessment Systems, Inc.)

Company Address 150 West 22nd Street, 4th Floor
New York, New York 10011
United States

Quote Expiration 8/13/2026
Contract Start 7/1/2026
Contract End 6/30/2027

Bill To Name Reach Cyber Charter School
Bill To 750 E Park Dr Ste 204
Harrisburg, Pennsylvania 17111
United States

Account Name Reach Cyber Charter School

Prepared By Mike Floyd
Title Account Manager
Phone (717) 654-9353
Email mikef@linkit.com

Product	Category	Sales Price	Quantity	Total Price
Data & Assessment Dashboard	Software	$3.95	6,000.00	$23,700.00
Elementary, Middle, and High School Benchmark Navigator Analytics (Combined)	Navigator	$9,000.00	1.00	$9,000.00
Fingertip Student Profiles	Navigator	$1,500.00	1.00	$1,500.00
Longitudinal State Assessment Navigator Analytics	Navigator	$0.00	1.00	$0.00
Longitudinal State Assessment Navigator Analytics	Navigator	$0.00	1.00	$0.00
Reading Assessment Navigator Analytics	Navigator	$3,000.00	1.00	$3,000.00
State Assessment Public Data Peer Comparison District Navigator Analytics	Navigator	$0.00	1.00	$0.00
State Assessment Public Data Peer Comparison District Navigator Analytics	Navigator	$0.00	1.00	$0.00
3rd Party Data Teacher Associations	Support	$500.00	1.00	$500.00
Data and Assessment Platform - Implementation Planning, Product Training, Configuration Support, and Professional Development	Support	$0.00	0.50	$0.00
Data Processing	Support	$577.78	9.00	$5,200.00
Phone, Email, and Web-Based Tech Support	Support	$1,800.00	1.00	$1,800.00
Roster Integration	Support	$1,500.00	1.00	$1,500.00

Total Price $46,200.00

Data Processing Specifications

Attendance; DIBELS; Grades; IXL Flex; Keystone Exams; Other; Other; Other; PSSA;

LinkIt! (Advanced Assessment Systems, Inc.)
Created Date 5/15/2026

Quote Number 00006979

Linkit Product & Services Catalog | Privacy & Data Security Policy

Coversheet

Approval of Attendance Policy

Section: V. Consent Items
Item: L. Approval of Attendance Policy
Purpose:
Submitted by:
Related Material: Attendance Policy Draft2.pdf

REACH
CYBER CHARTER SCHOOL
Reach your potential

Attendance Policy

Purpose

The Board recognizes that attendance is an important factor in educational success, and supports a comprehensive approach to identify and address attendance issues.

Authority

The Board requires attendance of all students in accordance with this policy. Temporary student absences may be excused by authorized School staff in accordance with applicable laws and regulations, Board policy and administrative regulations. School administrators – including the chief administrator – may not alter an attendance record taken by a teacher, unless the alteration corrects an error as required by Section 1327.2(a.1)(2) of the Public School Code.

DRAFT

Definitions

Compulsory school age **shall mean the period of a child's life from the time the child's parents elect to have the child enter school and which shall be no later than 6 years of age until the child reaches 18 years of age. The term does not include a child who holds a certificate of graduation from a regularly accredited, licensed, registered or approved high school." 24 P.S. §13-1326.**

Habitually truant shall mean six (6) or more school days of unexcused absences during the current school year by a student subject to compulsory school attendance.

Truant shall mean having incurred three (3) or more school days of unexcused absences during the current school year by a student subject to compulsory school attendance.

Guidelines

Attendance and Presence for Instruction

Each year, the Board approves a school calendar consisting of a minimum of 180 school days.

Students in Reach have no physical classrooms but still must meet all regulatory requirements for attending public schools in Pennsylvania. These requirements include attending school for the required number of days and/or completing a required number of

instructional hours. Caretakers and students are jointly responsible for ensuring students meet the attendance requirements. School authorities are responsible for enforcing attendance laws. Students not attending school as mandated by law will be considered truant.

In accordance with SB 315: 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.

Although there is more flexibility in the Reach program than in a traditional school setting regarding instructional time, students are still expected to follow the school calendar.

Additional Requirements by Pennsylvania: A cyber charter school shall, at least once during any week consisting of at least three full or partial days of academic instruction, ensure that each enrolled student is able to be visibly seen and communicated with in real time by a teacher, administrator or other representative of the cyber charter school, either in person or via electronic means, in order to ensure the well-being of the student and verify participation in the educational program. The requirement under this subsection may be satisfied by students turning on a webcam during synchronous online instruction.

Reach Cyber Charter has established weekly benchmark completion for participating in asynchronous instruction in Canvas. Benchmarks are defined as weekly graded assignments in each course. Students must submit these benchmarks in the order they are assigned weekly in order to be considered present asynchronously. Failure to submit weekly benchmarks will result in absences (excused via formal request to the attendance department, or unexcused if no request has been approved) if the student does not participate synchronously during that week for the days they did not submit their benchmarks.

DRAFT

Minimum Requirements for Administrative Guidelines or Regulations

The administrative guidelines or regulations developed by the CEO or designee under this policy shall, at a minimum:

1. Detail the process for monitoring and maintaining accurate attendance records.
2. Detail the reasons that an absence will be considered excused or unexcused.
3. Detail the process for submission of requests and excuses for absences.
4. Detail the process for making corrections to an attendance record.
5. Detail the process for written notices, School Attendance Improvement Conferences, School Attendance Improvement Plans, and referrals to a school-based or community-based attendance improvement program, the appropriate local child and youth agency, or the appropriate judge.
6. Ensure that learners who complete assigned work are not counted as absent. An administrator may only alter an attendance record to correct an error.
7. Explain the process for determining when a learner is present for synchronous instruction or asynchronous instruction and completing defined benchmarks, to ensure

the learner is making adequate and consistent progress toward completion of each course in which the learner is enrolled.

8. Explain the attendance consequences for a learner who fails to make adequate and consistent progress toward completion of each course in which the learner is enrolled.
9. Comply with the requirements of Article XIII of the School Code and Chapter 11 of the State Board of Education regulations.

Response to Unexcused Absences and Truancy

Reach Cyber Charter School will work closely with families in the event a student has unexcused absences from school. Our goal is to work collaboratively with families to prevent truancy and improve student attendance and achievement. The process below is outlined by the Pennsylvania Department of Education and is consistent with compulsory attendance laws of the state of Pennsylvania.

Unexcused Absences	**Plan of Action**
First and Second (1-2) unexcused absence	Caretakers will receive a notification that the absence is unexcused from the previous week. Teachers, family mentors, and school counselors reach out to support the student with getting back on track.
Third (3rd) unexcused absence	Caretakers will receive a phone call and written notification of three (3) unexcused absences via email and USPS. The notice shall also inform the parent/guardian that a child who is habitually truant may not transfer to another cyber charter school unless a judge determines that the transfer is in the best interest of the child. Invites will be sent for a School Attendance Improvement Plan (SAIP). Caretakers will receive a phone call and email, which will outline next steps with regard to a mandatory School Attendance Improvement Plan (SAIP) with school staff. Three (3) attempts will be made to hold a meeting with the caretaker to discuss the SAIP;

	however, the meeting can be conducted without the caretaker if they are unable to attend. Students with an IEP or 504 will be contacted about an additional meeting to review attendance concerns. Teachers, family mentors, and school counselors continue to reach out to support the student with getting back on track.
Fourth (4th) unexcused absence and fifth (5th) unexcused absence.	Caretakers will receive a notification that the absence is unexcused from the previous week. Teachers, family mentors, and school counselors continue to reach out to support the student with getting back on track.
Habitually truant status (having six (6) or more unexcused absences during the current school year)	Caretakers will be notified by phone call and email of absences, will be assigned a truancy officer, and invited to attend a truancy diversionary program live lesson. The notice shall also inform the parent/guardian that a child who is habitually truant may not transfer to another cyber charter school unless a judge determines that the transfer is in the best interest of the child. For students under fifteen (15) years of age, the school will make a referral to other community-based attendance improvement programs or Children and Youth in the student's local area. Truancy charges may also be filed at the local Magistrate. For students fifteen (15) years of age and older, the school will make a referral to other community-based attendance improvement programs in the student's local area. Truancy charges may also be

	filed at the local Magistrate. Children and Youth may also be contacted if the student does not attend the community program. Students residing in Philadelphia County will be referred to the Go Program through the District Attorney's Office. Teachers, family mentors, and school counselors continue to reach out to support the student with getting back on track.

Discipline

Reach shall not expel or impose out-of-school suspension, disciplinary reassignment, or transfer for truant behavior of learners who are of compulsory attendance age or for learners who are not making adequate and consistent progress toward completion of the courses in which the learner is enrolled.

DRAFT

Collaboration

Reach shall cooperate with other local educational agencies, county children and youth agencies, and/or judicial authorities when a learner who enrolls in Reach has already been referred by his/her former school for services or prosecution for violating the compulsory school attendance requirements.

Reach shall identify and collaborate with existing community-based attendance improvement programs or initiatives for learner referrals. When a community-based program is not available, Reach shall develop a school-based attendance improvement program on a case-by-case basis.

Reports to PDE

Reach will submit monthly reports to the Pennsylvania Department of Education (PDE) through the Pennsylvania Information Management System (PIMS) for students who have been found to be truant or habitually truant.

Reach will annually report all unexcused absences to PDE through PIMS.

Reach will report information related to student attendance to the Secretary of Education as required by law.

Distribution of Policy

At the beginning of each school year, or upon enrollment during the school year, the CEO or designee will notify learners and parents/guardians of Reach's attendance policy and guidelines.

The CEO or designee will also publish information about the policy and guidelines in Reach's Student Handbook and post the policy on Reach's publicly accessible website.

History:

Adopted

Legal Ref.:

24 P.S. §§ 13-1301 – 13-1345

24 P.S. § 15-1546

24 P.S. § 17-1743-A(d)

42 Pa.C.S. § 6302

22 Pa. Code Ch. 11

22 Pa. Code § 12.1

DRAFT

Coversheet

Approval of Wellness Policy

Section: V. Consent Items
Item: M. Approval of Wellness Policy
Purpose:
Submitted by:
Related Material: Wellness Policy Draft.pdf

Wellness Checks Policy

Purpose

The Charter School Law directs that each cyber charter school ensure that each learner is visibly seen and communicated with in real time, at least once during any week consisting of at least three full or partial days of academic instruction, by a teacher, administrator, or other representative of the cyber charter school, either in person or via electronic means, in order to ensure the well-being of the student and verify participation in the educational progr

Authority

The Board of Trustees (Board) of Reach Cyber Charter School directs the CEO or designee to develop the administrative guidelines or regulations required to implement this policy.

DRAFT

Guidelines

Regular Wellness Checks

Reach's instructional program shall provide multiple, weekly opportunities for teachers and other staff to be able to see and hear learners in real time. The program shall provide for appropriate recognition of accommodations and modifications for learners with disabilities.

Any member of Reach's staff who has a concern about the well-being or safety of a learner shall act promptly to address the concern, in accordance with the accompanying administrative guidelines. These actions may include direct communication with the family, arrangement of home visits, and communication with local authorities, including county Children and Youth Services personnel or law enforcement officers, as the circumstances require.

If a member of Reach's staff observes any indication of abuse, neglect, or harm of a child, the individual shall make a report pursuant to 23 Pa.C.S. Ch. 63 (relating to child protective services).

Distribution of Policy

This policy is hereby incorporated by reference into Reach's Student Handbook and shall be posted on Reach's publicly accessible website.

History:

Adopted

REACH
CYBER CHARTER SCHOOL
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Legal Ref.:

23 Pa.C.S. § 6301 *et seq.*

24 P.S. § 17-1748.1-A

DRAFT

Coversheet

Approval to Renew Agreement with Finishing Trades Institute

Section: V. Consent Items
Item: N. Approval to Renew Agreement with Finishing Trades Institute
Purpose:
Submitted by:
Related Material: FTI MOU 2627.pdf

Reach Cyber Charter School
1826 Good Hope Rd.
Enola, PA 17025

1 (866) 732-2416
www.reachcyber.org

Memorandum Of Understanding

This Memorandum of Understanding (hereinafter referred to as the "Agreement") is entered into on TBA, by Reach Cyber Charter School and between Finishing Trades Institute- MAR, with an address of 2190 Hornig Road, and Reach Cyber Charter School, with an address of 750 East Park Drive, Suite 204, Harrisburg, PA 17111 (collectively referred to as the "Parties").

ORGANIZATION BACKGROUND:

As the official training provider of District Council #21 Apprenticeships, the FTI-MAR is unique compared to traditional Institutions. In addition to being recognized as a "trailblazer" in apprenticeships with the Department of Labor (DOL), we are also recognized as an accredited institution with the Council of Occupational Education (COE) and Licensed by the Pennsylvania State Board of Private Licensed Schools (DOE). We are proud to be the first stand-alone Building Trades Apprenticeship program in North America with this status!

PURPOSE & OVERVIEW - *If organizing a virtual experience, please include if you will be providing recordings*:

- The Finishing Trades Institute of the Mid-Atlantic Region (FTI-MAR), in partnership with the Philadelphia School District, has developed a Vocational Intern Partnership (VIP) Program. This program is created to educate and provide hands-on experience in painting, drywall finishing, and glazing to students in their Junior and Senior years of high school. The goal of the program is to provide our inner-city youth with the opportunity to experience the potential that careers in building trades offer by providing professional instruction and guidance in these trades. The program is geared to be a stepping-stone for students to progress from classroom to potential apprentices in these industries by teaching them the skills and knowledge that is needed to be a successful tradesperson.

- Students enrolled in this program can receive recognized construction-wide industry certifications, such as OSHA 10, Scaffold Erector Dismantler, Fall Protection, Lead RRP, and First Aid/CPR, and NABTU MC3 Trades Futures Certificate. Additionally, topics of instruction include Trade Math, Labor History, Blueprint Reading, and soft life skills, such as Interview Preparation.

Reach Cyber Charter School

DURATION:

- The Program will be approximately 25 weeks online with 5 days for in-person instruction.

COST (if applicable) *Please include the minimum & maximum number of students who can participate*:

The program can accommodate a minimum of **8 students** and a maximum of **20 students**.

There is a **fixed program fee of $24,349.40** for both in-person and hybrid classes. This fee covers the instructor's cost and remains the same whether there are 8 students or the full class of 20.

If students are placed into an **existing class**, the **per-student rate of $1,937.47** will apply instead of the fixed program fee. There are limited seats when considering joining an existing class.

The Variable budget can be negotiated. There is an option to include or eliminate portions as needed.

Please see the attached pricing sheet for additional details.

Reach Charter School	Cost per Hour	Hours	Total Instructor(s)	Totals	Totals	
Salaries/Fringe Benefits (Facilitators, Program Administrator)	$85.31	240	$20,474.40		$20,474.40	
Facility, Insurance/ Expenses						
(insurance, Utilities, & Lab Space, Shop Space, etc.)					$1,125.00	
Administrative Expenses						
(Record Keeping, Office Supplies, Copier, Postage, Etc.)					$1,500.00	
Professional Fees					$500.00	
Maintenance (Set up/Clean up)					$750.00	
Total Fixed Budget					**$24,349.40**	
Variable Budget Cost per Student			**Per Student**		**20 Students**	
Snacks/ Lunch Per Student per day @$14.00 per day			$70.00		$1,400.00	
Learning Materials Per Student						
Shop Materials (Paint, Aluminum Window Components, Drywall, etc.)			$225.00		$4,500.00	
Personal Protective Equipment Gloves, Hard Hats, Eye Protection, Safety Vest etc.			$75.00		$1,500.00	
NABTU MC3 Curriculum Certification			$100.00		$2,000.00	
Certifications (First Aid/CPR, OSHA 10, Fall Protection, Scaffold E/D, Lead RRP Removal)			$250.00		$5,000.00	
Total Variable Budget			**$720.00**		**$14,400.00**	
Total Costs					**$38,749.40**	

TECHNOLOGY NEEDED (if applicable) - *Please list items below, including any software needed*:

- Chromebooks with Zoom access

MATERIALS/SUPPLIES/KITS for students (if applicable) - *Please list items and cost with estimated shipping:*

- No items will be shipped to the students. When students report to FTI-MAR for in-person sessions, items will be provided.

Reach Cyber Charter School
750 East Park Drive
Suite 204
Harrisburg, PA 17111
(717) 704-8437
reachcyber.org

RESPONSIBILITIES OF THE PARTIES:

1. **Partners/Supervisors:**
    a. Serve as a resource for the student by sharing insight and providing encouragement and guidance about the workplace, work ethics, careers, and educational requirements
    b. Provide a learning environment for students with time to ask questions and give feedback
    c. Communicate regularly with Career Experience team and maintain confidentiality
    d. Provide regular scheduled meeting time(s) and opportunities for students to ask questions
    e. Provide attendance when applicable
    f. For Internships:
        i. Assist students to complete Learning Plan Contract and sign
        ii. Determine learning objectives with students based on the job duties and skills required per semester for Learning Plan Contract
        iii. Sign off on hours that students complete in the internship to meet a minimum requirement of 60 hours and/or 6 weeks per semester
        iv. Set up regular scheduled meeting times with students to discuss progress of learning objectives
2. **Students:**
    a. Listen and observe supervisor and other employees in the workplace.
    b. Stay engaged and ask appropriate questions.
    c. Complete assigned documentation.
    d. Participate in full length of experience and track hours as appropriate.
        i. Internship: Minimum of 60 hours and/or 6 weeks
        ii. Career Mentorship: Minimum of 6 hours
        iii. Job Shadowing: 3 hours per job shadow
    e. Be on time and present for all required meetings and hours assigned.
    f. If participating in a virtual experience, have camera on, unless otherwise discussed with coordinator.
    g. Communicate with supervisor and coordinator if anything will prevent you from attending this experience.
    h. Complete Reflection Quiz in Canvas My Field Experience course for school credit.

Reach Cyber Charter School
750 East Park Drive
Suite 204
Harrisburg, PA 17111
(717) 704-8437
reachcyber.org

GOVERNING LAW (if applicable)

- This Agreement shall be governed by and construed in accordance with the laws of Pennsylvania.

ALTERNATIVE DISPUTE RESOLUTION

- Any dispute or difference whatsoever arising out of or in connection with this Agreement shall be submitted to FTI-MAR_(Arbitration/mediation/negotiation) (**select one**) in accordance with, and subject to the laws of Pennsylvania.

AMENDMENTS

- The Parties agree that any amendments made to this Agreement must be in writing and signed by both Parties.
- As such, any amendments made by the Parties will be applied to this Agreement.

ASSIGNMENT

- The Parties hereby agree not to assign any of the responsibilities in this Agreement to a third party unless consented to by both Parties in writing.

ENTIRE AGREEMENT

- This Agreement contains the entire agreement and understanding among the Parties hereto with respect to the subject matter hereof, and supersedes all prior agreements, understandings, inducements and conditions, express or implied, oral or written, of any nature whatsoever with respect to the subject matter hereof. The express terms hereof control and supersede any course of performance and/or usage of the trade inconsistent with any of the terms hereof.

REPRESENTATION AND WARRANTIES

- The Parties agree and disclose that they are authorized fully for entering this Agreement. Both Parties' performances and obligations are not to violate the rights of any third party or else violate other, if any, agreements made between them and/or any other organization, person, business or law/governmental regulation.

LIMITATION OF LIABILITY

- Under no circumstances will either party be liable for any indirect, special, consequential, or punitive damages (including lost profits) arising out of or relating to this Agreement or the transactions it contemplates (whether for breach of contract, tort, negligence, or other form of action) in case such is not related to the direct result of one Party's negligence or breach.

Reach Cyber Charter School
750 East Park Drive
Suite 204
Harrisburg, PA 17111
(717) 704-8437
reachcyber.org

SEVERABILITY

- In an event where any provision of this Agreement is found to be void and unenforceable by a court of competent jurisdiction, then the remaining provisions will remain to be enforced in accordance with the Parties' intention.

SIGNATURE AND DATE

- The Parties hereby agree to the terms and conditions set forth in this Agreement, and such is demonstrated throughout by their signatures below:

Reach Cyber Charter School
750 East Park Dr., Ste 204
Harrisburg, PA 17111
Phone: 866-732-2416

Name: JD Smith, Director of Careers & Belonging
Signature: _____
Date: 07/16/2026

Business:
Finishing Trades Institute- MAR
2190 Hornig Road
Philadelphia, PA 19116

Name: Tureka Dixon_____
Email: tureka@fti.edu_____
Phone Number: 302-853-3139_____
Signature: _____
Date: _____

Coversheet

Approval to Renew Agreement with of Big Picture Alliance

Section: V. Consent Items
Item: O. Approval to Renew Agreement with of Big Picture Alliance
Purpose:
Submitted by:
Related Material: BPA x Reach CCS MOU Spring 2027_SIGNED FINAL.pdf

Reach Cyber Charter School
750 East Park Drive
Suite 204
Harrisburg, PA 17111
(717) 704-8437
reachcyber.org

Memorandum Of Understanding

This Memorandum of Understanding (hereinafter referred to as the **"**Agreement**"**) is entered into on July 8th 2026 (**date**), by Reach Cyber Charter School and between Big Picture Alliance, with an address of 1315 Walnut St. Ste 131, Philadelphia PA 19107, and Reach Cyber Charter School, with an address of 750 East Park Drive, Suite 204, Harrisburg, PA 17111 (collectively referred to as the **"**Parties**"**).

ORGANIZATION BACKGROUND:

- Big Picture Alliance's mission is to engage, educate and empower youth to define their own narrative through filmmaking & digital media arts. We provide transformative learning experiences and a supportive pathway for youth to have their voices heard, develop as young professionals and reach their full potential. We aim to uplift underrepresented stories, amplify marginalized voices and cultivate a new generation of storytellers who contribute towards a more inclusive, equitable and just society. Our pathway of school, summer, and workforce programs mentor youth (ages 12-24) from script-to-screen and from curiosity-to-careers. Since 1994, BPA has served over 10,300 youth through 175 partnerships resulting in academic achievement, 152 scholarships, 270 paid apprenticeships, and 1050 films.

PURPOSE & OVERVIEW - *If organizing a virtual experience, please include if you will be providing recordings*:

- Big Picture Alliance (BPA) will partner with Reach Cyber Charter School (Partner) to provide a virtual after school Youth Filmmaking Program. Students will learn about media career paths through watching and analyzing films, meeting professionals, learning filmmaking fundamentals through hands-on activities, and creating their own short film. BPA teaching artists will mentor youth participants through a hands-on project based curriculum. Students will learn the fundamentals of screenwriting, pre-production planning, audio/video production, and editing through producing original short films from script-to-screen. Youth will also develop 21st Century skills of creativity, communication, collaboration, problem solving, and critical thinking. Youth will produce films exploring their own stories and perspectives on a theme of their choice which they will present at a culminating virtual screening. All students who complete the program will be eligible to apply for additional BPA programs, fellowships and paid apprenticeships. Their films will also be eligible for BPA's Annual Big Picture Film Festival.

DURATION:

- Spring Term
  Tuesdays 4-6pm
  February 16th - May 4th 2027
  13 weekly 2-hour sessions

-Sessions will be recorded and shared
-Students are expected to be on camera
-Attendance rate of over 85% is expected (missing 2 classes max)
-Trial period to add or drop is within the first 2 sessions

COST (if applicable) *Please include minimum & maximum number of students who can participate*:

- 10 Students maximum
  6 student minimum requirement
  High school youth ages (14-18)

Per Student Cost: $1000
Total Cost: $6000 - $10,000 (subject to student minimum & maximum)

TECHNOLOGY NEEDED (if applicable) - *Please list items below including any software needed*:

- Laptops (provided by RCCS)
  Smartphones (provided by students)
  Smart Rig Tripod Kits (provided by BPA)
  Celtx Screenwriting Software (provided by BPA)
  WeVideo Editing Software (provided by BPA)

MATERIALS/SUPPLIES/KITS for students (if applicable) - *Please list items and cost with estimated shipping:*

- SmallRig All-in-One Video Kit for Smartphone Creators (Quick Pro Edition)
  $190 + $10 shipping (per student)

Reach Cyber Charter School
750 East Park Drive
Suite 204
Harrisburg, PA 17111
(717) 704-8437
reachcyber.org

RESPONSIBILITIES OF THE PARTIES:

1. **Partners/Supervisors:**
    a. Serve as a resource for the student by sharing insight and providing encouragement and guidance about the workplace, work ethics, careers, and educational requirements
    b. Provide a learning environment for students with time to ask questions and give feedback
    c. Communicate regularly with Career Experience team and maintain confidentiality
    d. Provide regular scheduled meeting time(s) and opportunities for students to ask questions
    e. Provide attendance when applicable
    f. For Internships:
        i. Assist students to complete Learning Plan Contract and sign
        ii. Determine learning objectives with students based on the job duties and skills required per semester for Learning Plan Contract
        iii. Sign off on hours that students complete in the internship to meet a minimum requirement of 60 hours and/or 6 weeks per semester
        iv. Set up regular scheduled meeting times with students to discuss progress of learning objectives
2. **Students:**
    a. Listen and observe supervisor and other employees in the workplace.
    b. Stay engaged and ask appropriate questions.
    c. Complete assigned documentation.
    d. Participate in full length of experience and track hours as appropriate.
        i. Internship: Minimum of 60 hours and/or 6 weeks
        ii. Career Mentorship: Minimum of 6 hours
        iii. Job Shadowing: 3 hours per job shadow
    e. Be on time and present for all required meetings and hours assigned.
    f. If participating in a virtual experience, have camera on, unless otherwise discussed with coordinator.
    g. Communicate with supervisor and coordinator if anything will prevent you from attending this experience.
    h. Complete Reflection Quiz in Canvas My Field Experience course for school credit.

Reach Cyber Charter School
750 East Park Drive
Suite 204
Harrisburg, PA 17111
(717) 704-8437
reachcyber.org

GOVERNING LAW (if applicable)

- This Agreement shall be governed by and construed in accordance with the laws of Pennsylvania.

ALTERNATIVE DISPUTE RESOLUTION

- Any dispute or difference whatsoever arising out of or in connection with this Agreement shall be submitted to _____ (Arbitration/mediation/negotiation) (**select one**) in accordance with, and subject to the laws of Pennsylvania.

AMENDMENTS

- The Parties agree that any amendments made to this Agreement must be in writing and signed by both Parties.
- As such, any amendments made by the Parties will be applied to this Agreement.

ASSIGNMENT

- The Parties hereby agree not to assign any of the responsibilities in this Agreement to a third party unless consented to by both Parties in writing.

ENTIRE AGREEMENT

- This Agreement contains the entire agreement and understanding among the Parties hereto with respect to the subject matter hereof, and supersedes all prior agreements, understandings, inducements and conditions, express or implied, oral or written, of any nature whatsoever with respect to the subject matter hereof. The express terms hereof control and supersede any course of performance and/or usage of the trade inconsistent with any of the terms hereof.

REPRESENTATION AND WARRANTIES

- The Parties agree and disclose that they are authorized fully for entering this Agreement. Both Parties' performances and obligations are not to violate the rights of any third party or else violate other, if any, agreements made between them and/or any other organization, person, business or law/governmental regulation.

LIMITATION OF LIABILITY

- Under no circumstances will either party be liable for any indirect, special, consequential, or punitive damages (including lost profits) arising out of or relating to this Agreement or the transactions it contemplates (whether for breach of contract, tort, negligence, or other form of action) in case such is not related to the direct result of one Party's negligence or breach.

Reach Cyber Charter School
750 East Park Drive
Suite 204
Harrisburg, PA 17111
(717) 704-8437
reachcyber.org

SEVERABILITY

- In an event where any provision of this Agreement is found to be void and unenforceable by a court of competent jurisdiction, then the remaining provisions will remain to be enforced in accordance with the Parties' intention.

SIGNATURE AND DATE

- The Parties hereby agree to the terms and conditions set forth in this Agreement and such is demonstrated throughout by their signatures below:

Reach Cyber Charter School

750 East Park Dr., Ste 204

Harrisburg, PA 17111

Phone: 866-732-2416

Name: JD Smith, Director of EDIB & Careers

Signature: _____

Date: _____

Business:

Big Picture Alliance
1315 Walnut Street
Suite 131
Philadelphia PA 19107

Name: Aleks Martray, Executive Director

Email: aleks@bigpicturelliance.org

Phone Number: 443-414-9919

Signature: Aleks Martray

Date: July 8th 2026

Coversheet

Approval to Renew the Agreement with IU13

Section: V. Consent Items
Item: P. Approval to Renew the Agreement with IU13
Purpose:
Submitted by:
Related Material: IU13_Annual_Microsoft_Renewal_26_27.pdf

Statewide Software Sales iu13

Account: **C4287**
Customer: Reach Cyber Charter School
750 E Park Drive
Harrisburg, PA 17111
wshedd@reachcyber.org
Renewal Group: August - Year: 3
Status: Quote
PO Number:
Date: 05/22/2026

Enrollment Number: **8395273**
Order# **30077**
Teachers FT: 600
Teachers PT: 0
Admin FT: 325
Admin PT: 0
Students: 7400

Total Users: 925

SKU	Description	Qty	Unit Price	Ext Price
QLU-00002-S	Defender Endpoint P2 Edu Sub Per User Student	5700	$7.00	$39,900.00
AAD-38391	M365 A3 Unified Subscription	875	$54.85	$47,993.75
MS-Support	Microsoft Unified Support	1	$6,700.00	$6,700.00
SFQ-00001	Power Automate Plan EDU ShrdSvr ALNG SubsVL MVL Per User (was Flow)	2	$76.90	$153.80
B1B-00007	Power BI Premium (requires Power BI Pro, M365 A3 or M365 A5 Subscription)	5	$52.55	$262.75
ZXI-00009	Teams Premium	0	$23.35	$0.00
HVK-00001	Unlimited Server Platform per User	0	$22.85	$0.00
D87-01057	Visio Professional (on-Premise) License Less than EQU Count	10	$56.10	$561.00
9EA-00039	Win Server Datacenter 2-Core License	72	$37.20	$2,678.40
				Order Total: $98,249.70

To process your order, please send a purchase order (po) to softwaresales@iu13.org.

© 2026 - Lancaster-Lebanon IU13 Software Sales, 1020 New Holland Avenue, Lancaster PA 17601 717-606-1810

Coversheet

Approval to Renew Agreement with GDC

Section: V. Consent Items
Item: Q. Approval to Renew Agreement with GDC
Purpose:
Submitted by:
Related Material: Global_Data_Consultants_LLC.032922.v1.3.pdf

GDC
Technology You Can Trust.

Peripherals

Quote # 032922
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

COSTARS: 199069; SW: 006-E22-234; HW #: 003-E22-596; ITQ #: 4400026253

Hardware

Selected	Description	Price	Qty	Ext. Price
☑	**Dell 65W USB-C AC Adapter - 65 W - North America - 3.28 ft Cable** 	$28.85	300	$8,655.00
☑	**CODi Voice-Isolating USB-A Headset with Pivoting Boom Microphone - Black** 	$14.06	825	$11,599.50
☑	**Logitech B100 Optical Mouse Medium - Optical - Cable - Black - USB - 800 dpi - Scroll Wheel - 3 Button(s) - Symmetrical - 1 Each** 	$6.42	800	$5,136.00
☑	**Canon PIXMA TS7720 Inkjet Multifunction Printer - Color - White - Copier/Printer/Scanner - 1200 x 1200 dpi Print - Wireless LAN - For Plain Paper Print** 	$119.99	650	$77,993.50

Subtotal: **$103,384.00**

Shipping

Selected	Description	Price	Qty	Ext. Price
☑	**Shipping Total**	$0.00	1	$0.00

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

Peripherals

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 #: 032922
Version: 1
Delivery Date: 08/12/2026
Expiration Date: 08/19/2026

Quote Summary

Description	Amount
Hardware	$103,384.00

Total: **$103,384.00**

Payment Options

Selected	Description		Periods	Payments	Amount
Term Options					
☑	Hardware /Software Terms	One-Time Payments	One-Time	1	$103,384.00

Summary of Selected Payment Options

Description	Amount
Term Options: Hardware /Software Terms	
Total of One-Time Payments	**$103,384.00**

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 for the Agreement with Magic Hour

Section: VI. Action Items
Item: A. Approval for the Agreement with Magic Hour
Purpose:
Submitted by:
Related Material: Magic Hour & Reach MOU (updated).pdf

Reach Cyber Charter School
750 East Park Drive
Suite 204
Harrisburg, PA 17111
(717) 704-8437
reachcyber.org

Memorandum Of Understanding

This Memorandum of Understanding (hereinafter referred to as the "Agreement") is entered into on 4/17/2025 (**date**), by Reach Cyber Charter School and between Magic Hour Creative, with an address of 1917 Brownsville Road Pittsburgh, PA 15210, and Reach Cyber Charter School, with an address of 750 East Park Drive, Suite 204, Harrisburg, PA 17111 (collectively referred to as the "Parties").

ORGANIZATION BACKGROUND:

- Founded in 2025, Magic Hour Creative is non-profit centered around providing media arts education for k-12 age students, post-secondary students, and adults. Magic Hour uses project based learning to teach students various soft and hard skills, such as communication, creativity, and technical training. Magic Hour's goal is for students to gain skills, confidence, and real-world experience while creating projects they can be proud of and share.

PURPOSE & OVERVIEW - *If organizing a virtual experience, please include if you will be providing recordings*:

- All sessions will be recorded and provided to students at the end of session.

  Media Arts Career Mentoring Course: Students have the opportunity to learn about learn about core principles of media creation. Each week offers a new career path to explore in media arts, as well as opportunities to learn about the different soft and hard skills each media arts medium builds. Students will also learn a brief history of each medium, how it impacts modern society, and how it can and has affected change.

  Podcasting and Audio Engineering Professional Internship Program: Learn the fundamentals of podcasting, sound design, audio editing, and music production. Projects include podcasts, music tracks, and sound effects for media projects. In addition to developing key soft skills, like communication, public speaking, and creativity, this course will offer students numerous opportunities to sharpen hard skills such as software and hardware proficiency, mixing/mastering, and computer literacy. Students will also learn about careers in audio engineering, and how the field intersects in different career fields. Students will finish the course with at least two professional quality pieces for their portfolio.

  Graphic Design and Visual Communication Internship Program: Develop foundational design skills for both print and digital media, including but not limited to history of graphic design and print, visual branding, color theory, marketing basics, font and typography, and digital layout. In addition to developing key soft skills, like communication and creativity, this course will offer students numerous opportunities to sharpen hard skills such as: layout, design, typography, and software proficiency. Students will also learn about opportunities in graphic design, and how the field intersects in different career fields. Students will finish the course with at least two professional quality pieces for their portfolio.

DURATION:

- Career Mentoring classes are one hour per session, for 8 weeks.
  Professional internship courses are 45 total classroom hours with an additional 15 hours of outside of class work. 10 weeks. Three 90-minute classes per week.

COST (if applicable) *Please include minimum & maximum number of students who can participate*:

- Media Arts Career Mentoring Course: $480 for 8 sessions. 15 student maximum, 4 student minimum
  Podcasting and Audio Engineering Professional Internship Program: $500 per student, 10 student maximum, 3 student minimum.
  Graphic Design and Visual Communication Internship Program: $500 per student, 10 student maximum, 3 student minimum

TECHNOLOGY NEEDED (if applicable) - *Please list items below including any software needed*:

- No additional tech needed for career mentorship program. See attachment for Internships.

MATERIALS/SUPPLIES/KITS for students (if applicable) - *Please list items and cost with estimated shipping:*

- No materials needed for career mentorship program. See attachment for Internships.

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RESPONSIBILITIES OF THE PARTIES:

1. **Partners/Supervisors:**
    a. Serve as a resource for the student by sharing insight and providing encouragement and guidance about the workplace, work ethics, careers, and educational requirements
    b. Provide a learning environment for students with time to ask questions and give feedback
    c. Communicate regularly with Career Experience team and maintain confidentiality
    d. Provide regular scheduled meeting time(s) and opportunities for students to ask questions
    e. Provide attendance when applicable
    f. For Internships:
        i. Assist students to complete Learning Plan Contract and sign
        ii. Determine learning objectives with students based on the job duties and skills required per semester for Learning Plan Contract
        iii. Sign off on hours that students complete in the internship to meet a minimum requirement of 60 hours and/or 6 weeks per semester
        iv. Set up regular scheduled meeting times with students to discuss progress of learning objectives
2. **Students:**
    a. Listen and observe supervisor and other employees in the workplace.
    b. Stay engaged and ask appropriate questions.
    c. Complete assigned documentation.
    d. Participate in full length of experience and track hours as appropriate.
        i. Internship: Minimum of 60 hours and/or 6 weeks
        ii. Career Mentorship: Minimum of 6 hours
        iii. Job Shadowing: 3 hours per job shadow
    e. Be on time and present for all required meetings and hours assigned.
    f. If participating in a virtual experience, have camera on, unless otherwise discussed with coordinator.
    g. Communicate with supervisor and coordinator if anything will prevent you from attending this experience.
    h. Complete Reflection Quiz in Canvas My Field Experience course for school credit.

Reach Cyber Charter School
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Harrisburg, PA 17111
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GOVERNING LAW (if applicable)

- This Agreement shall be governed by and construed in accordance with the laws of Pennsylvania.

ALTERNATIVE DISPUTE RESOLUTION

- Any dispute or difference whatsoever arising out of or in connection with this Agreement shall be submitted to _____ (Arbitration/mediation/negotiation) (**select one**) in accordance with, and subject to the laws of Pennsylvania.

AMENDMENTS

- The Parties agree that any amendments made to this Agreement must be in writing and signed by both Parties.
- As such, any amendments made by the Parties will be applied to this Agreement.

ASSIGNMENT

- The Parties hereby agree not to assign any of the responsibilities in this Agreement to a third party unless consented to by both Parties in writing.

ENTIRE AGREEMENT

- This Agreement contains the entire agreement and understanding among the Parties hereto with respect to the subject matter hereof, and supersedes all prior agreements, understandings, inducements and conditions, express or implied, oral or written, of any nature whatsoever with respect to the subject matter hereof. The express terms hereof control and supersede any course of performance and/or usage of the trade inconsistent with any of the terms hereof.

REPRESENTATION AND WARRANTIES

- The Parties agree and disclose that they are authorized fully for entering this Agreement. Both Parties' performances and obligations are not to violate the rights of any third party or else violate other, if any, agreements made between them and/or any other organization, person, business or law/governmental regulation.

LIMITATION OF LIABILITY

- Under no circumstances will either party be liable for any indirect, special, consequential, or punitive damages (including lost profits) arising out of or relating to this Agreement or the transactions it contemplates (whether for breach of contract, tort, negligence, or other form of action) in case such is not related to the direct result of one Party's negligence or breach.

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SEVERABILITY

- In an event where any provision of this Agreement is found to be void and unenforceable by a court of competent jurisdiction, then the remaining provisions will remain to be enforced in accordance with the Parties' intention.

SIGNATURE AND DATE

- The Parties hereby agree to the terms and conditions set forth in this Agreement and such is demonstrated throughout by their signatures below:

Reach Cyber Charter School
750 East Park Dr., Ste 204
Harrisburg, PA 17111
Phone: 866-732-2416

Name: JD Smith, Director of Careers & Belonging

Signature: _____

Date: _____

Business: Magic Hour Creative, 1917 Brownsville Road Pittsburgh, PA 15210

Name: _____
Email: _____
Phone Number: _____
Signature: _____
Date: _____

4/17/2025

Coversheet

Approval of Acceptable Use Policy

Section: VI. Action Items
Item: B. Approval of Acceptable Use Policy
Purpose:
Submitted by:
Related Material: Acceptable Use Policy Draft.docx

Acceptable Use Policy

Purpose

The purpose of this policy is to establish guidelines for the acceptable and prohibited use of Reach Cyber Charter School's information systems, network, devices, software, communication systems, and information assets. This policy is intended to protect the school from risks including, but not limited to, malware, unauthorized access, compromise of sensitive information, disruption of operations, legal liability, and non-compliance with applicable laws and regulations. It is the responsibility of every employee to know and understand the policy and to conduct their activities accordingly.

Scope

This policy applies to all Reach Cyber Charter School employees, contractors, and other persons who are using the school's information systems, networks, devices, applications, or other information assets.

Policy

The school provides access to information systems, networks, internet services, email, software, devices, and communication tools to support school operations. All staff are expected to use these resources responsibly, professionally, securely, and in accordance with all applicable laws, regulations, and school policies. The school reserves the right to monitor, review, log, and audit employee activity and electronic communications. Staff should have no expectation of privacy when using the school's technology resources.

All employees are required to review and comply with this policy and will be required to acknowledge and consent to this policy annually as a condition of continued access to the school's information assets. Any violation of this policy may result in disciplinary action, up to and including termination of employment or contract, revocation of system access, and potential civil or criminal penalties.

School Information Systems Guidelines

To protect the security, integrity, and reputation of the school, employees are expected to adhere to the following guidelines regarding the general, network, email and instant messenger, and Internet use of school information systems.

General Use

The school purchases and licenses the use of various computer software for business purposes and does not own the copyright to this software or its related documentation. Unless authorized by the software developer, the school does not have the right to reproduce such software for use on more than one computer. Staff may only use software on local area networks or on multiple machines according to the software license agreement.

- The school prohibits the illegal duplication of software and its related documentation.
- Staff are encouraged to store documents within OneDrive rather than directly onto the local drive of their device to ensure appropriate backup and security protections.
- Staff are prohibited from disabling or circumventing any security feature without prior written approval by the IT Security Team
- The following behaviors are examples of actions and activities that are prohibited:
  - Sending or posting discriminatory, harassing, threatening, defamatory, slanderous, obscene, anonymous, or otherwise inappropriate messages, images, or materials.
  - Using the school's time, resources, systems, or Internet access for personal gain, unauthorized transactions, gambling, political and religious activities, activities unrelated to job responsibilities, or other non-business purposes.
  - Stealing, using, or disclosing another individual’s code or password without authorization, or attempting to gain unauthorized access to another person’s or organization’s computer systems.
  - Copying, pirating, downloading, or distributing software or electronic files without permission, or violating copyright laws or licensing agreements.
  - Sending, posting, or disclosing confidential, proprietary, or other protected information outside of the school.
  - Sending or posting chain letters, solicitations, advertisements unrelated to business purposes, or materials that could damage the organization’s image or reputation or disparage another organization’s products or services.
  - Jeopardizing the security of the organization’s electronic communications systems or refusing to cooperate with a security investigation.
  - Presenting personal views as those of the organization or engaging in any other illegal or unauthorized activity.

- Failing to respect the rights and property of others, including privacy, confidentiality, and intellectual property rights

Network Use

- Use of network resources must be approved through a Help Desk request.
- The school's IT resources are intended for business purposes; limited personal use is permitted provided it is lawful, does not compromise resources or service delivery, and does not affect job performance. If there is any doubt as to what would be permitted, staff should consult their supervisor.
- Staff must log off or lock unattended devices and maintain secure system, application, and device credentials in accordance with the password standard.
- Staff must not access gambling, adult, malicious software, violent, or other sites inconsistent with the values of the organization.
- Staff must not engage in activities that consume significant network resources, including downloading music, videos, or streaming media, unless approved as part of job responsibilities.
- Only approved network protocols, including HTTP, HTTPS, and SFTP, may be used; additional protocols require approval from the IT Security Team.
- Applications and software must be properly licensed and formally approved by the school prior to installation.
- Staff must not circumvent security controls, including but not limited to access privileges, anti-virus software, and Internet filtering.
- Staff must report to the Incident Response Team any unauthorized disclosure of internal or sensitive information, as well as unusual system behavior such as crashes, excessive slowness, or missing files.
- The school will provide equipment necessary to perform job duties; personal devices are not permitted on the data network. Guest wireless and Vendor wireless networks are available for personal and vendor devices, and the school is not responsible for technical support of those devices

Email and Instant Message Use

- Staff may use email and instant messaging to maintain contact and communicate with parties necessary to support organizational objectives such as contact with business partners and internal communications.

- Staff must conduct email and instant message communications in a professional manner and are prohibited from using offensive or hate speech.
- Staff must not transmit sensitive or confidential information via unsecured email or instant messages.
- Staff must not initiate or transmit email “forwards” which do not align with business requirements.
- The use of email and instant messaging for personal communication should be limited as much as possible.
- Staff may at their own discretion associate a professionally appropriate picture of themselves with their email and messaging systems’ profiles. Any other pictures or images (including logos, cartoons, etc.) are not professionally appropriate and are not permitted.
- Staff must use extreme caution when opening email attachments received from unknown senders which may contain malware.
- E-mail may not be used to solicit others for commercial ventures, religious or political causes, outside organizations, or other non-business matters.

Internet Use

- The Internet must not be used to communicate the school's confidential or internal information unless the confidentiality and integrity of the information are ensured, and the identity of the recipient(s) is established.
- Access to the Internet from outside the school’s network using a school-owned computer must adhere to all the same policies that apply to use within the school’s facilities.
- Employees are authorized to use the company-provided internet solely for work-related activities including accessing approved resources, sending work-related emails, and utilizing authorized cloud services while refraining from engaging in prohibited activities such as downloading unauthorized software, accessing inappropriate content, or engaging in excessive personal use.
- The school reserves the right to monitor and log internet activity for security purposes.

Enforcement

Failure to follow this policy may result in administrative action, including being prohibited from using Reach systems, and possible disciplinary action up to and including termination.

Exceptions

Any exception to this policy requires the review and approval of the Chief Executive Officer.

Coversheet

Approval for the Staff Bonus for the Successful Completion of Annual School Goals

Section: VI. Action Items
Item: C. Approval for the Staff Bonus for the Successful Completion of Annual School Goals
Purpose:
Submitted by:
Related Material: School Goal Summary 2026.pdf

REACH CYBER CHARTER SCHOOL
Reach your potential

School Goal Summary 2025-2026

During the 2025-2026 school year, ***Reach Cyber Charter School has successfully met our school goals in the areas of STEM, Careers, ELA and Math Growth (internal measures),Tier 1 Instruction, Graduation, and Instructional Coaching***. Based on the weighted values of these goals, ***Reach has successfully met 90% of our goals, exceeding the 80% needed to achieve our goal-met status.*** Goal-met status provides for the opportunity for eligible Reach staff to receive the appropriate reward-system bonus.

Goal Name	Detailed Goal	2026 Reach Goal Outcome	Met
STEM	100% of students will have STEM opportunities and 50% of secondary students will participate in advanced STEM courses **(15% Value).**	100% of students were provided STEM opportunities through kits, camps, and clubs and 53% of secondary students participated in advanced STEM courses.	☑
Career Exploration	87% of Reach students will demonstrate, through the collection of artifacts in grades 5, 8, and 11, meaningful engagement in career exploration and preparation aligned to the CEW standards **(10% Value)**	5th Grade Artifact Collection: 99.8% 8th Grade Artifact Collection 98.6% 11th Grade Artifact Collection 92.7% Combined Artifact Collection: 96.5%	☑
ELA Proficiency	Students will meet or exceed 40.5% PSSA/Keystone ELA as determined by Exit Criteria Aggregate Gains, or on internal authentic assessments **(15% Value).**	42.2% of the students demonstrated proficiency on internal assessment measures at end of year (DIBELS, IXL and Mastery Connect Benchmarks)	☑
Math Proficiency	Students will meet or exceed 17.9% PSSA/Keystone Math as determined by Exit Criteria Aggregate Gains, or on internal authentic assessments **(15% Value).**	21.7% of the students demonstrated proficiency on internal assessment measures at end of year (IXL and Mastery Connect Benchmarks)	☑
Tier 1 Instruction	At least 85% of students will meet Tier 1 targets for curriculum and assessments **(10% Value).**	87% of students met Tier 1 instructional targets for the 2025-2026 school year.	☑

Student Engagement	Students will meet engagement goals as measured by regular attendance and weekly eyes on **(10% Value).**	Reach's full academic year students had a regular attendance rate of 74%, with an average weekly eyes on 67%.	◑
ACT 158 Graduation	95% of graduating students will complete statewide high school graduation requirements prior to completing their 12th grade year **(15% Value).**	95% of graduating students completed statewide high school graduation requirements as outlined by ACT 158.	☑
Instructional Coaching	100% of teachers will engage in targeted instructional coaching cycles focused on evidence-based practices. **(10% Value).**	100% (494/494) teachers have engaged in instructional coaching this year. *(*excludes teachers on leave of absences during the school year)*	☑