



# Reach Cyber Charter School Board of Trustees

## Minutes

### Reach Cyber Charter School

#### Board Meeting

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#### **Date and Time**

Wednesday October 18, 2023 at 9:00 AM

#### **Location**

Meeting Location:  
800 East Park Drive  
Harrisburg, PA 17111

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#### **Trustees Present**

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

#### **Trustees Absent**

*None*

#### **Guests Present**

Alicia Swope, Andy Gribbin, April Kretchman (remote), Brandie Karpew, Corey Groff, Dan Daley (remote), Danielle Marsicano (remote), Devin Meza-Rushanan, Erica Carroll (remote), Gregory McCurdy, Jane Swan, Josh Hicks (remote), Karen Yeselavage, Katherine Rutkowski, Kelly McConnell, LeeAnn Ritchie, Lisa Blickley, Maurine Hockenberry (remote), Michael Garman, Mike Hinshaw (remote), Rachel Graver, Scott Shedd, Scott Stuccio

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#### **I. Opening Items**

**A. Roll Call**

**B. Call the Meeting to Order**

David Taylor called a meeting of the board of trustees of Reach Cyber Charter School Board of Trustees to order on Wednesday Oct 18, 2023 at 9:11 AM.

**II. Public Comment**

**A. Comments from the Public**

There were no comments from the public at this time.

**III. Routine Business**

**A. Approval of Agenda**

David Taylor, Board President, asked the board to review the agenda distributed prior to the meeting and asked if any changes were needed. There were no changes to the agenda at this time.

Marcella Arline made a motion to approve the agenda.

Paul Donecker seconded the motion.

The board **VOTED** to approve the motion.

**IV. Oral Reports**

**A. CEO's Report**

Jane Swan, Chief Executive Officer, shared an update about recent events that have occurred since the last meeting of the Board of Trustees.

1. Charter Renewal Update: Ms. Swan shared that based on a thorough review of Reach Cyber Charter School's renewal application and other documentation and a mutual agreement concerning enrollment parameters, the Pennsylvania Department of Education is renewing Reach's charter. The renewed charter shall be effective for a term of five years, beginning July 1, 2024, and ending June 30, 2029.

2. Enrollment Report: Current enrollment is at 6,277 students. Concentration of students is highest in Philadelphia County. The report also included a graph showing enrollment by grade level, student demographic, and specialized instruction.

**B. Human Resources Update**

1. Staffing Report: Michael Garman, Director of Human Resources, reviewed current staffing levels with the Board highlighting the 852 current staff members and 82% of staff who are 10-month staff.

There have been 87 new hires this school year and 16 departures.

2. 2024 Benefits Renewal: Mr. Garman introduced Lisa Blickley to provide an overview of the benefits renewal. Ms. Blickley highlighted key data relevant to the renewal.

### **C. Financial Report (to follow)**

Karen Yeselavage, Director of Finance, reviewed the school's financial statements with the Board. She reviewed the revenue and expense statements, advising on changes since the previous months' statements. Ms. Yeselavage further reviewed with the Board the school's balance sheet and current forecast.

## **V. Consent Items**

### **A. Approval of Consent Items**

Mr. Taylor asked if there were any items from the Consent Items that should be moved to Action Items for discussion, or tabled. No changes were noted.

- Approval of Minutes from the September 20, 2023 Board Meeting
- Approval of Staffing Report
- Approval of Invoice from Board on Track
- Approval of Staff Professional Enhancement Payments
- Approval of Updates to Parent and Family Engagement Policy

Anthony Alexander made a motion to approve the consent items for October 2023.

Gail Hawkins Bush seconded the motion.

The board **VOTED** to approve the motion.

## **VI. Action Items**

### **A. Approval of Charter Agreement with PA Department of Education**

This item represents a vote to approve the proposed charter agreement for the period July 1, 2024, and ending June 30, 2029, as shared during the CEO Report.

Marcella Arline made a motion to approve the charter agreement with PA Department of Education.

Paul Donecker seconded the motion.

The board **VOTED** to approve the motion.

### **B. Approval of Resolution to Execute Charter Agreement with PA Dept of Education**

This item authorizes the execution of the charter by the President of the Board of Trustees and the delivery of the performance of the charter.

Anthony Alexander made a motion to authorize the resolution the execute the charter agreement.

Marcella Arline seconded the motion.

The board **VOTED** to approve the motion.

#### **C. Approval of 2024 Benefits Renewal**

This item approves the 2024 Benefits Renewal plan shared by Ms. Blickley as part of the Human Resources update.

Gail Hawkins Bush made a motion to approve the 2024 Benefits Renewal Summary.

Matthew Ryan seconded the motion.

Marcella Arline abstained from voting.

The board **VOTED** to approve the motion.

#### **D. Approval of 7th and 8th Grade Oyster Kits**

Jane Swan requested approval of a proposal to provide Oyster Kits, career kits that drive instruction at the middle school level with hands on experience, to 7th and 8th grade students.

Gail Hawkins Bush made a motion to approve the purchase of Oyster Kits for 7th and 8th grade students.

Marcella Arline seconded the motion.

The board **VOTED** to approve the motion.

#### **E. Approval of Agreement with Fabric 1-9-6-8**

Jane Swan requested approval to expand the existing contract with Fabric 1-9-6-8. Items included in the expansion include a small sewing machine which students get to keep.

Gail Hawkins Bush made a motion to approve the agreement with Fabric 1-9-6-8.

Anthony Alexander seconded the motion.

The board **VOTED** to approve the motion.

### **VII. Information Items**

#### **A. Legislative Update**

Brandie Karpew, Board and Legislative Liaison, shared an update on recent government affairs, specifically highlighting the recent Basic Education Funding Commission hearings.

Mrs. Karpew additionally shared updates about the government affairs team's ideas to combat HB1422.

### **VIII. Strategic Planning**

#### **A. Strategic Planning Retreat (detailed agenda to be provided separately) – Full Board**

School staff provided an update to the Board regarding the status of the school's 2023-24 SY Strategic Goals.

Marcella Arline made a motion to extend the existing media plan.

Paul Donecker seconded the motion.

The board **VOTED** to approve the motion.

## **IX. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:22 PM.

Respectfully Submitted,  
Brandie Karpew