

APPROVED

# Reach Cyber Charter School Board of Trustees

## Minutes

### Reach Cyber Charter School

Board Meeting

---

#### Date and Time

Wednesday October 26, 2022 at 9:00 AM

#### Location

750 East Park Drive, Suite 204  
Harrisburg, PA 17111

---

And Via Zoom Video and Teleconference

<https://reach-connectionsacademy-org.zoom.us/j/2666552472?pwd=UDBYREJIYXJJNXVkoHY4OWdwa0FWZz09>

**Meeting ID:** 266 655 2472

**Passcode:** QWMw5V

**Phone** +1 301 715 8592 US

**Meeting ID:** 266 655 2472 **Passcode:**250287

---

#### Trustees Present

Anthony Alexander (remote), David Taylor (remote), Gail Hawkins Bush (remote), Marcella Arline (remote), Paul Donecker (remote)

#### Trustees Absent

Dave Biondo

#### Guests Present

Alicia Swope (remote), Andy Gribbin, April Kretchman (remote), Brandie Karpew, Clara Keeports (remote), Cody Smith, Corey Groff, Daniel Ladislaw, Devin Meza-Rushanan, Erica Carroll (remote), Gabrielle Marghella (remote), Gregory McCurdy, Heather Woodward (PVS) (remote), JD Smith, Jane Swan, Jennifer DeMarco (remote), Joshua Hicks (remote), Karen Yeselavage, Katherine Rutkowski, Kelly McConnell, Laura Johnson (PVS) (remote), LeeAnn Ritchie, Lisa

Blickley (remote), Maurine Hockenberry (remote), Melissa Brown (PVS) (remote), Michael Garman, Rachel Graver, Scott Shedd, Scott Stuccio, Stephanie Bolt (remote)

---

## I. Opening Items

### A. 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 26, 2022 at 9:00 AM.

### B. Roll Call

## II. Consideration of Board Member Candidates

### A. Introduction of candidates

Board President, David Taylor, introduced Marcella Arline and Anthony Alexander as a potential candidate for the Reach Cyber Charter School Board of Trustees.

Marcella Arline introduced herself and shared that she was excited to work with the team.

Anthony Alexander, who prefers to be called Pastor Cedric, introduced himself as a retired Methodist minister and a social service leader.

Gail Hawkins Bush made a motion to confirm Marcella Arline and Anthony Alexander to the Board of Trustees of Reach Cyber Charter School.

Paul Donecker seconded the motion.

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

## III. Routine Business

### A. Approval of Agenda

David Taylor asked the Board to review the agenda distributed prior to the meeting. The following changes/additions were made to the agenda:

- Add a request for approval of revisions made to the school's Homeless Policy under Action Items.
- Add a request for for the continuation of funding for Soara Online under Action Items.
- Add a request for additional funding for a paraprofessional Additional funds for a paraprofessional as part of the staffing update.

Gail Hawkins Bush made a motion to approve the Agenda.

Marcella Arline seconded the motion.

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

## IV. Oral Reports

### A. CEO's Report

Jane Swan, CEO, presented the Monthly School Report to the Board and discussed specific items of note within the document.

- Enrollment Update:

Ms. Swan reviewed the current enrollment numbers for the school, noting trends in enrollment.

- Staffing Update:

Michael Garman, Director of Human Resources, reviewed current staffing levels with the Board highlighting the 780 current staff members and 85% of staff who are 10-month staff.

- Staffing Update and Proposal for New Staff Positions:

Requesting funding for an additional five positions in Career Readiness which would include two Career Experience coordinators in Southeastern PA and one in Central PA. Also requesting funding for a Career Exploration Coordinator K-8, who will coordinate all events for students in grades K-8 such to allow students to explore STEM careers through 'play'.

Combined funding for the paraprofessional position and the Career Readiness positions would be \$320,000.

Marcella Arline made a motion to Approve the positions.

Paul Donecker seconded the motion.

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

### B. Financial Report

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 items for the month of October 2022

Mr. Taylor asked the Board Members whether there were any items from the Consent Items that they wanted moved to Action Items for discussion, or tabled. No changes were noted.

- Approval of Minutes from the September 21, 2022 Board Meeting
- Approval of Staffing Report
- Approval of Pearson Invoice(s) for September
- Approval of Job Descriptions for New Staffing Positions
- Approval of mCLASS DIBELS 8th Ed with Dyslexia Screening Invoice

Gail Hawkins Bush made a motion to approve all Consent Items.

Paul Donecker seconded the motion.

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

Gail Hawkins Bush made a motion to approve the minutes from.

Paul Donecker seconded the motion.

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

## VI. Action Items

### A. Approval of Board on Track

Brandie Karpew, Board and Legislative Liaison, shared the benefits of contracting with Board on Track, an online governance platform built expressly for charter school governance.

Marcella Arline made a motion to approve the contract for Board on Track.

Paul Donecker seconded the motion.

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

### B. Approval of State Testing Stipend

Dr. Kelly McConnell, Director of of Data & Student Assessment, proposed a state testing stipend of \$50.00 per day for all staff members who monitor or lead state testing and are not currently administrators or on Professional Advancement.

Gail Hawkins Bush made a motion to approve the stipend.

Marcella Arline seconded the motion.

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

### C. Approval of 2023 Benefit Renewal and Strategy

Ms. Swan introduced Lisa Blickley to provide an overview of the benefits renewal. Ms. Blickley highlighted key data relevant to the renewal.

Paul Donecker made a motion to approve the 2023 Benefit Renewal and Strategy.

Marcella Arline abstained from voting.

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

### D.

### **Approval of PSSA Workbook**

Dr. McConnell shared a proposal to provide students in grades 3-8 preparation workbooks for state assessments. These workbooks will provide students with an opportunity to practice important test taking skills including using a pencil, bubbling, and answering constructed response questions.

Marcella Arline made a motion to approve the state testing stipend.

David Taylor seconded the motion.

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

### **E. Approval of Website ADA Compliance & Webmaster IAAP Certification**

Scott Shedd, Director of Technology, provided a proposal for a path for the school to achieve website ADA compliance and for the school's Webmaster to become IAAP CPACC certified.

Marcella Arline made a motion to approve the Website ADA Compliance proposal & Webmaster IAAP Certification.

Paul Donecker seconded the motion.

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

### **F. Approval of Revision to the Homeless Policy**

Proposal was presented to amend the enrollment information for Reach's homeless policy to share that transportation will be provided to state testing and all of Reach's activities.

Anthony Alexander made a motion to approve the changes to the Homeless Policy.

Marcella Arline seconded the motion.

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

### **G. Approval of Continuation of Funding for Soara Online**

LeeAnn Ritchie, Chief Academic Officer, submitted a proposal requesting the continuation of funding for Soara Online. Traffic to Soara has increased dramatically in recent weeks.

Marcella Arline made a motion to approve the additional funding for Soara.

Paul Donecker seconded the motion.

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

## **VII. Information Items**

### **A. School Success Partner (SSP) Update**

Sharon Johnson of Pearson Virtual Schools presented on behalf of the School Success Partner (SSP) team, briefly reviewing service updates and enhancements planned from PVS.

## VIII. Strategic Planning

### A. Confirmation of Strategic Retreat Planning for the 2022-2023 School Year

Ms. Karpew shared the location for the upcoming Board Retreat which will be held November 15 and 16, in Conshohocken, PA.

### B. Approval of MOUS/Dual Enrollment Agreements

#### i. Approval of MOU with ABC 27 Weather

Scott Stuccio, Director of Outreach, shared information about the collaboration between Reach and ABC27 Weather which is included in the Board materials.

#### ii. Approval of MOU with Boys & Girls Club of Western Pennsylvania (BGCWPA)

JD Smith, Director of Career Readiness, reviewed the MOU included in the Board materials with the Board.

#### iii. Approval of MOU with WQED Film Academy

Mr. Smith reviewed the MOU included in the Board materials with the Board.

#### iv. Approval of Dual Enrollment Agreement with Northern Pennsylvania Regional College

Mr. Smith reviewed the MOU included in the Board materials with the Board.

Marcella Arline made a motion to approve the MOUS/Dual Enrollment Agreements included with the Board materials.

Gail Hawkins Bush 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 10:00 AM.

Respectfully Submitted,  
Brandie Karpew