Reach Cyber Charter School Board of Trustees

Minutes

Reach Cyber Charter School

Board Meeting

Date and Time
Wednesday April 19, 2023 at 9:00 AM

Location
Meeting Location:
750 East Park Drive, Suite 204
Harrisburg, PA 17111

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

Trustees Absent
None

Guests Present
Andy Gribbin, April Kretchman (remote), Brandie Karpew, Cody Smith, Corey Groff, Danielle Mariscano (remote), Devin Meza-Rushanan, Erica Carroll (remote), Gregory McCurdy, JD Smith, Jane Swan, Karen Yeselavage, Katherine Rutkowski, Kelly McConnell, Laura Johnson (remote), Lisa Blickley (remote), Maurine Hockenberry (remote), Michael Garman, Michael Hinshaw

(remote), Patricia Hennessy (remote), Scott Shedd, Scott Stuccio, Stephanie Bost (remote), Tina Martinez (remote)

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 Apr 19, 2023 at 9:00 AM.

II. Public Comment

A. Comments from the Public

There was no public comment at this time.

III. Draft Audit Report

A. Review draft audit for year ending June 30, 2022

Karen Yeselavage, Director of Finance, reviewed the draft audit report and opened the floor for questions about the auditors' findings.

B. Assignment of Board Designee for approval of final audit

Mrs. Yeselavage shared that a Board Designee would need to be assigned to sign the final audit report and asked for a volunteer. Marcella Arline, Board Treasurer, volunteered to be the designee.

IV. Routine Business

A. Approval of Agenda

David Taylor asked the board to review the agenda distributed prior to the meeting. Jane Swan, CEO, expressed intent to add the following additions to the agenda under Action Items:

- Approval of agreement with Crane Communications
- Approval of Search Engine Optimization agreement

Marcella Arline made a motion to approve the agenda for April 19, 2023 as amended.
Matthew Ryan seconded the motion.
The board **VOTED** to approve the motion.

V. Oral Reports

A. CEO's Report

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

Mrs. Swan further shared that the senior leadership team along with the Board President and Solicitor had met with the Pennsylvania Department of Education regarding charter renewal on April 4, 2023. Further details of that meeting would be shared in Excenutive Session.

B. Staffing Update

Michael Garman, Director of Human Resources, reviewed current staffing levels with the Board highlighting the 798 current staff members and 84% of staff who are 10-month staff.

C. Financial Report

Mrs. Yeselavage provided an update on the school's financial statements with the Board. She reviewed the revenue and expense statements, advising on changes since the previous month's statements. Mrs. Yeselavage further reviewed the school's balance sheet and current forecast.

VI. Consent Items

A. Approval of Consent Items for April 2023

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 February 15, 2023 Board Meeting
- Approval of Pearson Invoice(s) for March 2023
- Approval of Invoice from Signs by Tomorrow
- Approval of MOU to continue partnership with WQED film academy
- Approval of MOU for continued partnership with PA Free Enterprise Week

Marcella Arline made a motion to approve the consent items and approve the minutes from Reach Cyber Charter School on 03-15-23.
Gail Hawkins Bush seconded the motion.
The board **VOTED** to approve the motion.

VII. Action Items

A.

Approval of Agreement with Slippery Rock University

Mrs. Swan shared details of an affiliation agreement with Slippery Rock University to participate in the experiential learning activity (ELA), including but not limited to field experiences, practicums, student teaching, and internships with qualified students from the university.

Gail Hawkins Bush made a motion to approve the agreement with Slippery Rock University.

Leigh Kraemer-Naser seconded the motion.

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

B. **Approval of Seed Money for School Clubs**

Cody Smith, High School Principal, shared a proposal requesting approval for $1,000 to be reserved for each student club to be used for specific initiatives for the club. These initiatives may include funding service-learning projects, items needed for the club, club events, etc.

Total funding requested: $23,000.

Marcella Arline made a motion to approve the proposal.

Leigh Kraemer-Naser seconded the motion.

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

C. **Approval of Agreement with Crane Communications**

Scott Stuccio, Director of Outreach, shared details of an agreement with Crane Communications, Inc to develop and execute Marketing and Advertising services including but not limited to media procurement and creative development and production.

Matthew Ryan made a motion to approve the agreement with Crane Communications.

Gail Hawkins Bush seconded the motion.

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

D. **Approval of Service Engine Optimization Agreement**

Mr. Stuccio shared details of an agreement to for search engine optimization in order to build traffic to the new Reach Cyber Charter School website.

Gail Hawkins Bush made a motion to approve the agreement for search engine optimization.

Paul Donecker seconded the motion.

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

VIII. **Information Items**

A. **Legislative Update**

Brandie Karpew, Board and Legislative Liaison, shared an update on recent government affairs. She specifically highlighted the recent budget hearings with the Pennsylvania Department of Education.

B. School Success Partner (SSP) Update

Laura Johnson presented on behalf of the School Success Partner team. She reviewed PVS' support of transition efforts and enrollment.

C. State Testing Update

Dr. Kelly McConnell shared that state testing for students in scheduled to begin next Monday, April 24, 2023. Reach will be testing at 40 locations across Pennsylvania to ensure that all students have a location within an hour of driving time from their homes.

IX. Executive Session

A. Executive Session (A)

The Board entered into an Executive Session upon a motion being made, seconded and confirmed via roll call vote of all Board members present. The Board cited the following for
entering into the Executive Session: Pursuant to 65 Pa. C.S. §§ 708(a)
(1) – to discuss any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee and 65 Pa. C.S. §§ 708(a)(5) – To review and discuss agency business which, if conducted in public, would violate a lawful privilege or lead to the disclosure of information or confidentiality protected by law.

All members of the Board were present except for Leigh Anne Naser.

A settlement agreement was reached.

B. Executive Session (B)

Pursuant to 65 Pa. C.S. §§ 708(a)(5) – to review and conduct agency business which, if conducted in public, would violate a lawful privilege or lead to the disclosure of information or confidentiality protected by law, including matters related to the initiation and conduct of investigations of possible or certain violations of the law and quasi-judicial deliberations.

The Board discussed the agreed it was necessary to ask the following questions to the Pennsylvania Department of Education before agreeing to an enrollment parameter for the renewal of the charter:

- How will Reach handle students identified as McKinney Vento if the parameter is met?

- How will Reach handle students identified as in need of Special Education if the parameter is met?
- How will Reach identify who is put on a waitlist when we are a statewide school and pull from over 500 districts?

Executive session ended at 10:32 at which time the Board returned to the public session. Marcella Arline made a motion to approve the settlement agreement and to present the questions to the PA Department of Education related to enrollment parameters.
Paul Donecker seconded the motion.
The board **VOTED** to approve the motion.

A motion was made by Gail to close the meeting and seconded by Cedric at 10:40.

X. 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 10:40 AM.

Respectfully Submitted,
Brandie Karpew