

APPROVED



## Reach Cyber Charter School Board of Trustees

### Minutes

#### Reach Cyber Charter School - Board Meeting

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##### **Date and Time**

Wednesday July 16, 2025 at 9:00 AM

##### **Location**

750 East Park Drive, Suite 204,  
Harrisburg, PA 17111

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

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##### **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), Ralph Woodard (remote)

##### **Trustees Absent**

*None*

##### **Guests Present**

Alicia Swope, Andy Gribbin, Brandie Karpew, Cody Smith, Danielle Marsicano (remote), Denise Ross (remote), Gregory McCurdy, JD Smith, Jackie Hershey (remote), Jane Swan, Jessica Hickernell (remote), Karen Yeselavage, Kelley McConnell, Kim Crandall, Lisa Blickley (remote), Michael Garman, Patricia Hennessy (remote), Rachel Graver, Sarah Raptosh (remote), Stephanie Lane, Zachary Pinkosky (remote)

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

**A. Roll Call**

**B. Call the Meeting to Order**

David Taylor called the meeting of the Reach Cyber Charter School Board of Trustees to order on Wednesday July 16, 2025, at 9:00 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 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.

Jane Swan, CEO, asked for the renewal agreement with Myth Partners be moved from Consent Items to the Action Items, and to add Building Security quote to Action Items.

Paul Donecker made a motion to approve the revised agenda.

Marcella Arline seconded the motion.

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

**IV. Oral Reports**

**A. CEO's Report**

Jane Swan, CEO, reviewed the current enrollment numbers for the school noting trends in enrollment. Current enrollment stands at 5,500 students with higher than usual enrollments for kindergarten

In addition, Ms. Swan shared the news that Stephanie Lane had recently been selected as the new Elementary Principal.

**B. Human Resources Update**

Michael Garman, Director of Human Resources, reviewed current staffing levels with the Board, highlighting the authorized complement of 903. There are currently 861 current employees

of which 83% are 10-month staff. There have been seven new hires and three departures since the beginning of the school year, which started in July.

**C. 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 Consent Items

Mr. Taylor asked board members to consider the items from the Consent Items. No questions or concerns were noted.

- A. Approval of the Minutes from the June 2025 Board Meeting
- B. Approval of Staffing Report
- C. Approval of Invoice from Brolly
- D. Approval of Classkick Renewal
- E. Approval to Renew Agreement with Read and Write
- F. Approval to Renew IEC Pre-apprenticeship
- G. Approval to Renew Geology Career Mentoring
- H. Approval to Renew Agreement with Elmwood Zoo
- I. Approval to Renew Agreement with the Jason Phillips Team
- J. Approval to Renew Agreement with Weary Arts Group
- K. Approval to Renew Agreement with IU13
- L. Approval of AIO Repurchase
- M. Updates to Maximum Salary Range Amount

Gail Hawkins Bush made a motion to approve the Consent Items and the minutes from Reach Cyber Charter School on 06-18-25.

Marcella Arline seconded the motion.

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

## VI. Action Items

### A. Approval of CSI Plan for 2025-26

Kelley McConnell, Chief Academic Officer, presented details of the plan as seen in the Board packet. She reviewed the focus areas and their effect on success for all students. She also discussed benchmark assessments as well as areas of focus in math and ELA instruction.

Paul Donecker made a motion to approve the CSI plan for 25-26.

Gail Hawkins Bush seconded the motion.

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

### B. Approval of MOU with Montgomery County Community College

Cody Smith, High School Principal, requested approval of a Dual Enrollment Accelerated Program with Montgomery County Community College.

Marcella Arline made a motion to approved the approve the MOU with Montgomery County Community College.

Gail Hawkins Bush seconded the motion.

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

**C. Approval of Outstanding Check Policy**

Karen Yeselavage, Chief Financial Officer, requested approval of a new Outstanding Check Policy. This policy is to be established to properly account for overdue checks.

Paul Donecker made a motion to approval the Outstanding Check Policy.

Anthony Alexander seconded the motion.

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

**D. Approval of Statement of Work with GDC**

Rachel Graver, Chief Operating Officer, requested approval of the Statement of Work (SOW) with GDC. Mrs. Graver collected three quotes from other providers, one of which declined the job. GDC is an existing vendor that we are comfortable working with. The GDC SOW agreement provides for services and hardware to be performed/installed at the new building.

Marcella Arline made a motion to approved the Statement of Work with GDC.

Anthony Alexander seconded the motion.

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

**E. Approval to Renew Agreement with Myth Partners**

JD Smith, Director of Career Readiness, requested to continue the agreement with Myth Partners with minor changes for the new school year. The change will update the minimum number of students allowed to participate.

Gail Hawkins Bush made a motion to approval the renewal with Myth Partners.

Marcella Arline seconded the motion.

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

**F. Approval of Building Security Quote**

Mrs. Graver, requested the approval of an agreement with Clepper to provide security at our new office location.

Gail Hawkins Bush made a motion to approve the Building Security Quote.

Anthony Alexander seconded the motion.

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

**VII. Information Items**

**A. Government Affairs Update**

Brandie Karpew, Director of Outreach, introduced Jessica Hickernell from Hickernell Consulting who provided a government affairs update which included information related to the 25-26 state budget negotiations.

## **VIII. Strategic Planning**

### **A. Approval of 2025-2026 Outreach Agreements**

Brandie Karpew, Director of Outreach, requested approval of a series of Outreach Agreements for the 2025-2026 school year.

Marcella Arline made a motion to approve the 2025-2026 Outreach Agreements.

Ralph Woodard seconded the motion.

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

## **IX. Executive Session**

### **A. The Board entered into an Executive Session at 10:12 AM.**

The Board entered into an Executive Session at 10:12 AM 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.

Board members present were: David Taylor, Gail Hawkins Bush, Paul Donecker, Marcella Arline, Matt Ryan, Anthony Alexander, Leigh Anne Nasar, and Ralph Woodard. Guests present at the request of the Board were: Jane Swan, Greg McCurdy, LeeAnn Ritchie, Rachel Graver, and Pat Hennessy. All others left the meeting at this time.

During Exec Session the following items were discussed:

Approved Insurance payments

Reviewed existing CEO contract and approved extension.

## **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 10:42 AM.

Respectfully Submitted,  
Brandie Karpew