

DRAFT



Reach Cyber Charter School Board of Trustees

Minutes

Reach Cyber Charter School

Date and Time

Wednesday September 17, 2025 at 9:00 AM

Location

1826 Good Hope Road
Enola, PA 17025

Trustees Present

Anthony Alexander (remote), Gail Hawkins Bush (remote), Leigh Kraemer-Naser (remote), Marcella Arline (remote), Matthew Ryan (remote), Paul Donecker (remote), Ralph Woodard (remote)

Trustees Absent

David Taylor

Guests Present

Alex Lewis (remote), Alicia Swope, Amanda Batista (remote), Andy Gribbin, Brandie Karpew, Christin Capuano (remote), Cody Smith, Danielle Leibig, Danielle Marsicano (remote), Doug Miedel (remote), Gregory McCurdy, JD Smith, Jackie Hershey (remote), Jane Swan, Jessica Hickernell (remote), Jessica Rice (remote), Josh Hicks (remote), Karen Yeselavage, Kelly McConnell, Kimberly Crandell, 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

Marcella Arline called the meeting of the Reach Cyber Charter School Board of Trustees to order on Wednesday, September 17, 2025 at 9:01 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

Marcelle Arline as the board to review the agenda distributed prior to the meeting and asked if any changes were needed.

Jane Swan, CEO, indicated that there was no need for an Executive Session and asked for it to be removed from the agenda.

Matthew Ryan made a motion to approve the agenda with the removal of the Executive Session.

Paul Donecker seconded the motion.

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

IV. Oral Reports

A. CEO's Report

Jane Swan, CEO, reviewed the current enrollment number for the school noting trends in enrollment. Current enrollment stands at 5,643.

In addition, Ms. Swan provided an update to new roles within the Senior Leadership and welcomed Danielle Leibig, Director of STEM Education; Stephanie Lane, Elementary School Principal; Kelley McConnell, Chief Academic Officer.

Several members of Senior Leadership provided updates on how things are going since the start of the year. All indicated that the start of the school year is going smoothly.

B. Human Resources Update

Michael Garman, Director of Human Resources, reviewed current staffing levels with the Board, highlighting the authorized complement of 886. There are currently 858 employees of which 83% are 10-month staff. There are currently 5 posted positions available, 16 on hold and 7 contracted employees for Special Education.

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

Ms. Arline asked board members to consider the items from the Consent items. No questions or concerns were noted.

- A. Approval of the Minutes from the August 2025 Board Meeting
- B. Approval of Staffing Report
- C. Approval to Renew the Agreement with FTI
- D. Approval to Renew the Agreement with PSU Lunchbox Entrepreneurship
- E. Approval to Purchase Additional Student Laptops

Paul Donecker made a motion to approve the consent items and the minutes from Reach Cyber Charter School on 08-27-25.

Anthony Alexander seconded the motion.

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

VI. Action Items

A. Approval of the Policy for reviewing of Instructional Materials

Andy Gribbon, Director of Teaching and Learning, requested approval of the Policy for the review of Instructional Materials as part of the CSI Plan with the state.

Ralph Woodard made a motion to approve the Policy for Reviewing Instructional Materials.

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 Government Affairs including the State Budget.

B. Outreach Update

Brandie Karpew, Director of Outreach, along with Doug Miedel, Manager of External Outreach; Jessica Rice, Manager of Communications; and Christin Capuano, Manager of School Outreach, provided a comprehensive overview of the Outreach Department's activities and strategic initiatives.

VIII. Strategic Planning

A. Confirmation of October Board Retreat

The October 2025 board meeting will be held in conjunction with a board retreat on Wednesday, October 15, 2025, at 9:00 AM at the Reach Cyber Charter School offices located at 1826 Good Hope Road, Enola, PA 17025

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 9:49 AM.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:49 AM.

Respectfully Submitted,
Brandie Karpew