

APPROVED



Reach Cyber Charter School Board of Trustees

Minutes

Reach Cyber Charter School - Board Meeting

Date and Time

Wednesday January 21, 2026 at 9:00 AM

Location

1826 Good Hope Rd
Enola, PA 17025

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

Trustees Present

Anthony Alexander (remote), David Taylor (remote), Leigh Kraemer-Naser (remote), Marcella Arline (remote), Matthew Ryan (remote), Ralph Woodard (remote)

Trustees Absent

Gail Hawkins Bush

Guests Present

Alex Lewis (remote), Alicia Swope, 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 Hinkernell (remote), Jessica Rice (remote), Josh Hicks (remote), Karen Yeselavage, Kelley McConnell, Kristen LaBuda (remote), Lisa Blickley, Michael Garman, Nate Laird, Patricia Hennessy (remote), Rachel Graver, Stephanie Lane

I. Opening Items

A. Roll Call

B. Call the Meeting to Order

David Taylor, Board President, called the meeting of the Reach Cyber Charter School Board of Trustees to order on Wednesday, January 21, 2026, at 9:00AM.

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.

No changes were made at this time.

Anthony Alexander made a motion to approve the agenda.

Ralph Woodard 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 5,917.

Mrs. Swan provided an update on ongoing efforts with staff and families to reinforce the message that cyber education is an essential option and should not face additional cuts. She also shared that parents and caretakers are invited to attend a meeting on Thursday, January 22 at 6:30 p.m. to learn more about how they can advocate for their children.

Mrs. Swan further noted that not all school districts have submitted their PDE-363 forms, which are required to provide Reach with the updated tuition rates. She emphasized that, despite this delay, the school's leadership is continuing to make strategic adjustments to reduce costs wherever possible.

B.

Human Resources Update

Michael Garman, Director of Human Resources, reviewed current staffing levels with the Board, highlighting the authorized complement of 886 with 856 employees currently on staff - 83% of whom are 10-month employees.

Lisa Blickley, Assistant HR Director, provided an update on the benefits renewal for 2026.

C. Financial Report

Karen Yeselavage, Chief Financial Officer, reviewed that the school's financial statements with the board. She reviewed the revenue and expense statements, advising on changes since the previous months' statement. Ms. Yeselavage further reviewed with the board that school's balance sheet and current forecast.

D. Total Rewards Update

Michael Garman, Director of Human Resources, provided an update on the Total Rewards Program. Mr. Garman indicated that for 2025, 76 staff members received incentives for job related certifications or advance job-related degrees.

Mr. Garman also indicated that a total 96 staff members received tuition reimbursement.

V. Consent Items

A. Approval of Consent Items

Mr. Taylor requested that the board members review the items listed under the Consent Items.

- A. Approval of the Minutes from the November 2025 Board Meeting.
- B. Approval of Staffing Report.
- C. Approval to Renew the Agreement with Padlet.
- D. Approval to Renew the Agreement with Zoom.
- E. Approval of Amendment to the Agreement for Earth Science Mentorship.
- F. Approval of Amendments to the Agreement with Level Up Beauty Academy.
- G. Approval of Agreement with Mastery Connect.

Matthew Ryan made a motion to approve Consent Items and the minutes from Reach Cyber Charter School - Board Meeting on 11-19-25.

Marcella Arline seconded the motion.

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

VI. Action Items

A. Approval of Updates to the 2025-2026 Student Handbook

Rachel Graver, Chief Operating Officer, requested approval for several updates to the 2025–2026 Student Handbook. These include revised language in Section 2.3 (Nondiscrimination Statement) and Section 10.4 (Bullying, Harassment, Sexual Harassment, and Other Prohibited Behaviors). She also proposed the addition of a new section—Section 2.3.1: Affirmative/Preferred Names, Pronouns, and Student Records. All updates are scheduled to be published in the Student Handbook effective January 21, 2026.

Mrs. Graver additionally requested approval to update the language related to the Attendance Policy and the requirements for completing lessons.

Anthony Alexander made a motion to approve the updates to the 2025-2026 Student Handbook.

Ralph Woodard seconded the motion.

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

B. Approval of Changes to STEM Kits for 26/27 School Year

Dani Leibig, Director of STEM, presented proposed updates to the STEM Kits for the 2026–2027 school year. The proposal includes reducing overall kit distributions and providing supplemental boxes specifically for students in grades 2–6.

Matthew Ryan made a motion to approve the changes to STEM Kits for the 2026-2027 School Year.

Marcella Arline seconded the motion.

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

C. Approval of Muster Advocacy Software

Brandie Karpew, Director of Outreach, requested approval to adopt Muster, a software platform designed to support strategic government relations and grassroots advocacy efforts.

Matthew Ryan made a motion to approval Muster Advocacy Software.

Anthony Alexander seconded the motion.

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

D. Approval of Agreement with PA Families for Education Choice for Parent Advocacy Training

Mrs. Karpew requested approval for an agreement with PA Families for Education Choice to provide Parent Advocacy Training. The proposal outlines a comprehensive strategy to strengthen, organize, and empower families to advocate for cyber charter education across Pennsylvania.

Anthony Alexander made a motion to approve the agreement with PA Families for Education Choice for Parent Advocacy Training.

Matthew Ryan seconded the motion.

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

E.

Approval of 2026-2027 School Year Calendar

Mrs. Graver requested approval of the 2026/2027 School Year Calendar.

Anthony Alexander made a motion to approve the 2026/2027 School Year Calendar.

Marcella Arline 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. She noted that the Governor is preparing to present the proposed 2026–2027 state budget on February 3. While the hope is that cyber schools will not face additional funding cuts, the team is preparing for the possibility of further reductions. Jessica also highlighted that this is an election year for the Governor, which could influence both the budget and broader education policy decisions. She emphasized the importance of families staying engaged and continuing to speak out against any additional cuts to cyber education.

B. Truancy and Attendance Update

Kelley McConnell, Chief Academic Officer, provided an update on Reach’s response to the new Truancy and Attendance law in SB315, which prohibits habitually truant students (6+ unexcused absences) from transferring to a cyber charter during the school year. From December 13–January 20, Reach enrolled 152 new students but was required to deny 50 additional applicants—resulting in a 25% denial rate. A significant barrier is that districts have 10 days to provide records while cyber charters must enroll within 5 days, delaying truancy verification and forcing some students to withdraw and return to their home district. Despite these challenges, Reach has improved attendance by 13% over last year, with 82% of students currently on track.

C. IT Updates

Nate Laird, Director of IT, provided an update on IT operations, noting that all systems are functioning well. He also shared that a request has been made for a cybersecurity update to be prepared and presented to the Board at an upcoming meeting.

D. State Testing Update

Mrs. McConnell provided an update on State Testing and announced two changes that will be implemented this year. First, Reach will discontinue the \$50 daily stipend previously offered to staff supporting state testing. In addition, venue-related expenses will be reduced by decreasing the number of testing sites from 39 to 30.

VIII. Executive Session

A. Executive Session

The Board entered into an Executive Session at 9:57 a.m.

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.

Board members present were David Taylor, Paul Donecker, Marcella Arline, Ralph Woodard, and Anthony Alexander. Guests present at the request of the Board were: Jane Swan, Rachel Graver, Mike Garman and Karen Yeselavage. All others left the meeting at this time.

No action was taken during executive session.

The Board returned to regular session at 10:18.

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 10:18 AM.

Respectfully Submitted,
Brandie Karpew