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Achievement House Cyber Charter School Board of Trustees  
Public Meeting Minutes  
August 15, 2017

The Executive Session commenced at 6:00 p.m. and continued until approximately 7:40 p.m.

- I. Pledge of Allegiance
- II. Notification of Recording
  - A. Marilou Strangarity announced that the Public Session would be recorded on an audio device.
- III. Roll Call
  - Mrs. Marilou Strangarity (President)
  - Mr. Jim Bowers (Vice President)
  - Mrs. Kristen Chettle (Treasurer)
  - Mr. Don Fraatz (Secretary)
  - Mr. Robert Maranto
  - Mrs. Lisabeth Sweeney
- IV. Executive Session Statement
  - A. Marilou Strangarity announced that the Executive Session was held to discuss personnel and legal matters.
- V. Approval of Minutes
  - A. M. Strangarity called for a motion to approve the minutes from the July 18, 2017 meeting.
    1. Motion to approve the minutes from the July 18, 2017 meeting by J. Bowers. Seconded by D. Fraatz. Unanimous.
- VI. Discussion of Academic/SPED Video Report
  - A. M. Strangarity asked if there were any questions or comments about the Academic/SPED Video Report.
    1. Mark Slider stated that the Fast Track Academy has 84 middle school and high school students enrolled in the program and of that 41 high school students earned credit and 12 middle school students earned a passing grade.
    2. M. Slider also stated that 61 students were enrolled in summer school. Thirty students passed at least 1 class. Of those 30, were nine students with a disability, 15 had a grade of an "A" or "B", 14 had a grade of a "C", six were summer graduates, one promoted from 9<sup>th</sup> to 11th grade, and one will be a 2018 graduate as an 11th grader.
    3. M. Strangarity asked about how many teachers were working over the summer and Don Asplen stated that there were 4 teachers and Emlyn Degannes.
- VII. Discussion Enrollment/Marketing Video Report
  - A. M. Strangarity asked if there were any questions or comments about the Enrollment/Marketing Video Report.
    1. Alane Butler stated that orientation started today and there are 46 scheduled before the first day of school. Compared to last year, there is an increase of orientations before the first day of school. Orientation staff have been busy answering questions, sending out packets, and scheduling orientations. In August, there are more eager students and families looking for a school for their child.

2. M. Strangarity asked if we know whether a student has an IEP or GIEP before enrolling. A. Butler stated that yes records are coming in before the student goes through orientation so there is a good gauge on the various students enrolling. A. Butler also stated that there is a checklist for a Special Education student to make sure that all documents are received before orientation, as well as three differentiated Launch Pad courses. Amy Gazzillo and Lisa Russo have been working together to develop these accommodations for the new Special Education students.

#### VIII. Discussion HR Video Report

- A. M. Strangarity asked if there were any questions or comments about the HR Video Report, but there was none.

#### IX. Discussion Guidance Video Report

- A. M. Strangarity asked if there were any questions or comments about the Guidance Video Report, but there was none.

#### X. Finance/Business Report

- A. D. Asplen stated that Ryan Schumm was unable to attend due to another school needing assistance, so Don delivered information about the report. D. Asplen stated that we overbilled for the previous school year and the money was sent back at the end of July, which is why the revenue is healthy.
- B. D. Asplen also stated that the auditors have been at the school and are still working through file and interviewing people; will probably be here for another three to four weeks. K. Chettle and J. Bowers agreed that all looked good with the auditors.
- C. M. Strangarity called for a motion to approve the written Treasurer's Report.
  1. Motion to approve the written Treasurer's Report by J. Bowers. Seconded by K. Chettle. Unanimous.

#### XI. Discussion CEO Video Report

- A. M. Strangarity asked if there were any questions or comments about the CEO Video Report.
  1. D. Asplen presented the board with pictures of a retreat the 10 and 12-month leaders went on to a ropes course in West Chester. This was to help build trust between teacher, staff, and students, as well as find meaning/purpose.

#### XII. Personnel

##### A. New Hires

1. Lyndsay Hashem, Computer Science Teacher, \$55,300
2. Jeff Benda, Mathematics Teacher, \$52,000
3. Cassandra Valvo, Senior Guidance Assistant, \$37,000
4. Alicia Simpson, Pt-Time Music Teacher, \$25/hr.
5. M. Strangarity called for a motion to approve the new hires at the salaries presented above.
  - a. Motion to approve to accept the new hires as the salaries presented above by L. Sweeney. Seconded by J. Bowers. Unanimous.

##### B. Separations:

1. Marcus Kelly, Mathematics Teacher
2. Mollie Devinney, Science Teacher
3. Kate Flanagan, Special Education Teacher
4. Tara Beates, Reading Specialist
5. Itasha Douglas, Foreign Language
6. M. Strangarity called for a motion to accept the separations above.
  - a. Motion to approve to accept the separations above by L. Sweeney. Seconded by J. Bowers. Unanimous.
7. M. Strangarity asks about foreign languages and Erinn Bean stated that there were 74 students in our Rosetta Stone classes in the 16-17 school year. Not many colleges are requiring language, but L. Sweeney stated that most colleges want students to pick a specialty to show interest in a future job/career.

8. Bob Worn stated there are two interviews for science and reading already scheduled.

#### XIII. Governance

- A. Assistive Technology Policy
- B. Enrollment Policy
- C. Independent Education Evaluation Policy
- D. Surrogate Parent/Ward of the State Policy
  - 1. D. Asplen stated the above policies were updated at the recommendation by Cyclical Monitoring.
  - 2. M. Strangarity called for a motion to approve the above policies as presented.
    - a. Motion to approve to accept the new hires as the salaries stated above by D. Fraatz. Seconded by K. Chettle. Unanimous.

#### XIV. New Business

- A. M. Strangarity asked if there was any new business.
- B. D. Asplen called for a motion to approve a settlement for a special education student discussed in the Executive Session in an amount no greater than \$150,000, including transportation fees.
  - a. Motion to approve the settlement for a special education student discussed in the Executive Session in an amount no greater than \$150,000, including transportation fees by K. Chettle. Seconded by J. Bowers. Unanimous.

#### XV. Public Comment

- A. M. Strangarity opened the floor to public comment, but there was none.

#### XVI. Adjournment

- A. M. Strangarity called for a motion to adjourn the public board meeting at 8:10 pm.
  - 1. Motion to adjourn the public meeting by R. Maranto. Seconded by D. Fraatz. Unanimous.