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Achievement House Cyber Charter School Board of Trustees
Public Meeting Minutes
June 19, 2018

The Executive Session commenced at 6:05 p.m. and continued until approximately 7:07 p.m.

- I. Notification of Recording
 - A. Marilou Strangarity announced that the Public Session would be recorded on an audio device.
- II. Pledge of Allegiance
- III. Roll Call
 - Mrs. Marilou Strangarity (President)
 - Mr. Don Fraatz (Secretary)
 - Mr. Robert Maranto
 - Mrs. Lisabeth Sweeney
- IV. Executive Session Statement
 - A. M. Strangarity announced that the Executive Session was held to discuss personnel and financial.
- V. Approval of Minutes
 - A. M. Strangarity called for a motion to approve the minutes from the April 17, 2018 meeting.
 1. Motion to approve the minutes from the April 17, 2018 meeting by L. Sweeney. Seconded by D. Fraatz. Unanimous.
- VI. Discussion of Academic Video Report
 - A. M. Strangarity asked if there were any questions or comments about the Academic Video Report.
 1. Neal Thomas stated that all 360 Evaluation Reports to assess his leadership were collected from the staff and Eagleview Leaders.
 2. N. Thomas also stated that a Collective Teacher Efficacy (CTE) survey was distributed to the teachers and the results are being reviewed. Don Asplen commented that CTE is to help form a culture of learning and community. N. Thomas commented that this comes from John Hattie's List of Effect Size, and that collective teacher efficacy is worth 4 years growth in one year.
- VII. Discussion of SPED Video Report
 - A. M. Strangarity asked if there were any questions or comments about the Academic Video Report.
 1. Lisa Russo commented that Dr. Beth Marvin from the Pennsylvania Department of Education closed the improvement plan for the 2017-2018 school year. Dr. Marvin was focusing on the graduation rate of special education students and of the six that she reviewed, five of them graduated with the sixth schedule to graduate in the summer. L. Russo stated that AHCCS will also participate in the IEP Institute in the coming school year and that all other comments from Dr. Marvin were positive with little concern.
 2. L. Sweeney asked how long the permission to evaluate process takes for a student. L. Russo commented that we have 60 days from the time the consent form is received to evaluate the student and 30 days from the evaluation to create the IEP and schedule a meeting. L. Russo also mentioned that because we have students all over the Commonwealth and that allows us to use various vendors, local to our students so that we can make sure these deadlines are met.

VIII. 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 we had a strong enrollment and curriculum this year and it will be continuing into the next year. She mentioned that there will be a few marketing campaigns scheduled for the upcoming year to keep students and families engaged. The Social Media presence has continued to grow, and Marketing tools are being updated as well.
 - 2. R. Maranto asked about the numbers of enrolled students as of now. A. Butler stated that we ended the year with about 545 students. D. Asplen stated that we are ahead of our numbers from last year and our ADM is 501.

IX. Discussion HR Video Report

- A. M. Strangarity asked if there were any questions or comments about the HR Video Report.
- B. Bob Worn stated that the staff they have interviewed recently have great qualities to add to our team and is excited to bring them on.

X. Discussion Guidance Video Report

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

XI. Finance/Business Report

- A. D. Asplen stated that there is more cash on hand this month than last month and in the best cash position. The receivables are up because schools did not pay last month, and the fund balance is projected to above from last year. D. Asplen also mentioned that we advanced billed the school districts in anticipation of low return on bill payments.
- B. M. Strangarity called for a motion to approve the written Treasurer's Report.
 - 1. Motion to approve the written Treasurer's Report by D. Fraatz. Seconded by L. Sweeney. Unanimous.

XII. Discussion CEO Video Report

- A. M. Strangarity asked if there were any questions or comments about the CEO Video Report.
 - 1. D. Asplen commented that Neal Thomas was a great addition to the leadership team and has competently and professionally completed his first year as principal.

XIII. Personnel

- A. New Hires
 - 1. Crystal Hitt, Reading Specialist, \$53,000
 - 2. Katie Yoder, Computer Science and STEM, \$55,000
 - 3. Colleen Shaw, Part-time Receptionist, \$16/hour
 - 4. Teri Jensen-Sellers, Part-time Receptionist, \$13/hour
 - 5. Summer
 - a. Brian Staley, English, \$25/hour
 - b. Taylor Cole, English, \$25/hour
- B. M. Strangarity called for a motion to accept the new hires at the salaries presented above.
 - 1. Motion to approve to accept the new hires at the salaries presented above by R. Maranto. Seconded by D. Fraatz. Unanimous.

XIV. Governance

- A. SPED Salary
 - 1. D. Asplen stated that when searching for and hiring new special education teachers, the salary they were hired at left a gap for the existing special education teachers. At the Board request, a proposal has been presented to level-set the salaries, equal pay for equal work.
 - 2. D. Asplen called for a motion that the aggregated dollar amount that was discussed in the private session, be applied to the salary increase of the special education teachers.
 - a. Motion to accept the aggregated dollar amount that was discussed in the private session, be applied to the salary increase of the special education teachers by L. Sweeney. Seconded by D. Fraatz. Unanimous.

B. School Improvement Plan (SIP)

1. D. Asplen stated that the annual SIP is a working document but does need approval. It was approved by the intermediate unit to then send for approval for the State.
2. M. Strangarity asked why we would need to send in the SIP if we are still awaiting our charter renewal. D. Asplen said that this document is not related to the charter renewal and would still need to be approved no matter the outcome of the charter renewal.
3. D. Asplen called for a motion to approve the SIP as currently presented.
 - a. Motion to approve the SIP plan as currently presented by D. Fraatz. Seconded by L. Sweeney. Unanimous.

C. 2018-2019 School Calendar

1. D. Asplen stated that there are 195 days for the teachers and 180 days for students.
2. D. Asplen called for a motion to approve presented 2018-2019 School Calendar.
 - a. Motion to approve presented 2018-2019 School Calendar by L. Sweeney. Seconded by D. Fraatz. Unanimous.

D. Draft Budget 2018-2019

1. D. Asplen presented the drafted budget that is basic outline. Will have a more substantial budget in October once we understand what schools will be paying.
2. M. Strangarity asked what ADM this is based on and D. Asplen stated 500, but we anticipate an increase in the next year.
3. D. Asplen called for a motion to accept the draft budget for the 2018-2019 school year.
 - a. Motion to accept the draft budget for the 2018-2019 school year by D. Fraatz. Seconded by L. Sweeney. Unanimous.

XV. New Business

- A. M. Strangarity asked if there was any new business, but there was none.

XVI. Public Comment

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

XVII. Adjournment

- A. Adjourn of the public board meeting at 7:44 pm.