



Blackboard Collaborate On-line Meeting Link:

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Conference Call Meeting Information:

844-269-9230, extension 4008, passcode 531486.

I. CALL TO ORDER

The meeting was called to order by the Board President at 7:33pm. Public notice was given for this meeting in accordance with [Pennsylvania’s Sunshine Act \(2011, sec. 709\)](#).

Member	Present	Absent
Mr. Michael Adler, President	X	
Ms. Maddi-Jane Sobel, Secretary	X	
Ms. Diana K. Moninger	X	
Ms. Michele McKeone	X	
Ms. Aviva Moore	X	
Mr. Lowell Thomas	X	

ISPA Administrators Present: Eileen Cannistraci, Chief Executive Officer and Beth Jones, Chief Financial Officer.

K12 Representatives Present: Shannon McElwain, Executive Director. Darren Reed, Sr. Regional VP of North Region. Liz Roth, Deputy Sr. Regional VP of North Region. Michael Frost, Director of Educational Data Systems. Barry King, CTE Academic Administrator. Jen Jennings, Director of Special Education. Jaime Salindong, Sr. Finance Manager. Nikia Hannon, Director of Academics. Marlowe Doman, Operations Manager. Kelly Bausher, Elementary Principal. Jessica Wright, Middle School Principal. Beryl Cohen, High School Principal.

School Solicitor Present: Alan Kessler of Duane Morris LLP

II. COMMUNICATIONS

1. Public Comment, Non-agenda items. Comments must be made in accordance with the public comment guidelines shared at the beginning of this agenda. Board members will not typically respond to public comment. None.
2. Announcement. An executive session of the Board was held on Monday, September 24, 2018 for legal and personnel reasons.
3. Approval of Board Minutes from August 20, 2018.

Board Member	Motion	Second	Board Comment	Public Comment	Aye	No	Abstain	Absent
Mr. Michael Adler, President					X			
Ms. Maddi-Jane Sobel, Secretary	X				X			
Ms. Diana K. Moninger					X			
Ms. Michele McKeone					X			
Ms. Aviva Moore		X			X			
Mr. Lowell Thomas					X			

Board Comment: None

Public Comment: None

III. REPORTS

1. CEO Report (Eileen Cannistraci)
 - a. Enrollment Report. Student enrollment for 2018-2019 as of September 18th. K-12 enrollment = 1597 with 642 enrollments in process. 64% of enrolled students are economically disadvantaged, 20% have indicated special education IEP, and students attend from 341 of PA's 500 school districts.
 - b. Items for Action were shared and explained.
 - c. Academic Report (Shannon McElwain). Analysis of the 2017-2018 school year academic progress was shared with the Academic Committee at their September meeting and an overview was provided to the with the full Board. Darren Reed and Liz Roth from K12 were introduced to the Board.
2. CFO Report (Jaime Salingdong on behalf of Beth Jones)
 - a. Financial and Personnel Report, August 2018. As of August 31, 2018, enrollment at 1,448 students. YTD revenue accrued = \$2.83M, YTD expenses accrued = \$1.41M. August 2018 end-of-month cash balance = \$2.32M. August 2018 disbursements = \$1,135,657.66. Recommended K12 aging invoices disbursement = \$1,120,667.73. Forecast end of September 2018 cash flow ending balance of \$1.8M. Top 10 AR balances remaining from 2017-2018 = \$499K and 64% of total AR balance. \$783K is owed to ISPA in the 2017-2018 reconciliation process, and ISPA owes \$398K to school districts in the reconciliation process for a total remaining net AR of \$385K. Personnel stats as of July 31, 2018 were reviewed: ISPA currently employees 56 and there are 35 K12 staff dedicated solely to ISPA.

IV. ACTION ITEMS

1. To approve August 2018 Financial Report and Disbursements

Board Member	Motion	Second	Board Comment	Public Comment	Aye	No	Abstain	Absent
Mr. Michael Adler, President					X			
Ms. Maddi-Jane Sobel, Secretary	X				X			
Ms. Diana K. Moninger					X			
Ms. Michele McKeone		X			X			
Ms. Aviva Moore					X			
Mr. Lowell Thomas					X			

Board Comment: None
Public Comment: None

2. To approve the August 2018 Personnel Report

Board Member	Motion	Second	Board Comment	Public Comment	Aye	No	Abstain	Absent
Mr. Michael Adler, President	X				X			
Ms. Maddi-Jane Sobel, Secretary					X			
Ms. Diana K. Moninger					X			
Ms. Michele McKeone					X			
Ms. Aviva Moore		X			X			
Mr. Lowell Thomas					X			

Board Comment: None
Public Comment: None

3. To approve the Volunteer Policy and the Fundraising Policy

Board Member	Motion	Second	Board Comment	Public Comment	Aye	No	Abstain	Absent
Mr. Michael Adler, President	X				X			
Ms. Maddi-Jane Sobel, Secretary		X			X			
Ms. Diana K. Moninger					X			
Ms. Michele McKeone					X			
Ms. Aviva Moore					X			
Mr. Lowell Thomas					X			

Board Comment: None

Public Comment: None

4. To approve amending the *Confidential Information and Restrictive Covenant Agreement* for employees by removing the non-compete/RCA section of text

Board Member	Motion	Second	Board Comment	Public Comment	Aye	No	Abstain	Absent
Mr. Michael Adler, President	X				X			
Ms. Maddi-Jane Sobel, Secretary					X			
Ms. Diana K. Moninger					X			
Ms. Michele McKeone					X			
Ms. Aviva Moore					X			
Mr. Lowell Thomas		X			X			

Board Comment: Lowell Thomas – questioned if other charter school use RCAs with their employees. Response from school administration – typically, no. School have confidentiality requirements, but future employment opportunities are not restricted. A CEO goal is to have collaborative and open employment with faculty and RCA is counter to that goal. This type of agreement also alienates potential new hires.
Public Comment: None

V. **BOARD BUSINESS**

1. Proposals for Next Agenda: None
2. General Public Comment: None
3. Executive Session: There were no executive sessions held during this public meeting or at the adjournment of this public meeting. There was an executive session held prior to this meeting to discuss legal and personnel matters.
4. Announcements:
 - a. Mr. Adler – Reminder that the Board is soliciting applications for new members. Please share with your network and introduce those interested to the Board and CEO. Mr. Adler has solicited two potential new Board members and will invite them to attend the October Board meeting

VI. **ADJOURNMENT – Meeting Ended at 8:36pm**

Board Member	Motion	Second	Aye	No	Abstain	Absent
Mr. Michael Adler, President	X		X			
Ms. Maddi-Jane Sobel, Secretary		X	X			
Ms. Diana K. Moninger			X			
Ms. Michele McKeone			X			
Ms. Aviva Moore			X			
Mr. Lowell Thomas			X			