



INSIGHT PA CYBER CHARTER SCHOOL

**Insight PA Cyber Charter School
Regular Board Meeting - August 27, 2019
7:00pm**

Regular Board Meeting (Tuesday, August 27, 2019)

Board Members present: Michael Adler, Aviva Moore, Chris Rossi, Alice Solomon, Diana Moninger. Lowell L Thomas joined at 7:25pm.

ISPA Employees: Eileen Cannistraci, CEO, Beth Jones, CFO, Samantha Chacacias, Project Manager

K12 Employees: Michael Frost, Executive Director, Marlowe Dowman, Director of Operations, Jen Jennings, Director of Special Education, Marquise Hargrove, Community Engagement Coordinator, Jaime Salindong, Senior Finance Manager

K12 from HQ: Liz Roth, Deputy VP and Dareen Reed, VP, James, Marketing Representative

Attorneys: Pat Hennessey

Meeting called to order at 7:00 PM

1. Preliminary

A. Call to Order at 7:00pm

B. Roll Call

Board Members present: Michael Adler, Aviva Moore, Lowell L. Thomas, Chris Rossi, Alice Solomon, Diana Moninger

Lowell L Thomas joined at 7:25pm.

2. Communications

A. Executive Session

The Board has not held any Executive Sessions since our last meeting

B. General Public Comment

None

C. Approval of Board Minutes

Motion to approve board minutes

Motion by Chris Rossi, second by Aviva Moore.

Final Resolution: Motion Carries

Aye: Aviva Moore, Diana Moninger, Michael Adler, Chris Rossi, Alice Solomon

3. Reporting

A. CEO Report

CEO Updates

1- Update on Charter Renewal Process. The goal is to submit on September 26th (due to PDE by October 1st).

2- Updates from Harrisburg - legislative and governor.

- provided professional development with employees explaining charter schools and our advocacy needs.

- will be preparing ISPA parents to advocate for ISPA and PA charters.

3- Cyclical Monitoring for Continuous Improvement (CMCI)

4- August Professional Development

B. CFO Report

CFO Report

1. June 2019 Financial Report

- Ended year as last projected and reported to the Board.

- The annual audit is underway. Board should expect a draft by October meeting.

2. July 2019 Financial Report

-K12 modified our ADM down to 2311. Finance and ED revised the budget to that number, reducing hiring to mirror student numbers.

- IDEA amount for 2019-2020 came in higher than budgeted at \$277K.

3. Employee Lists - June 30, 2019 and July 31, 2019

C. Executive Director Report

Executive Director updates

1- Back-to-School events

2- Enrollment

3- Re-Registration

4- Withdrawals

5- K12 Marketing plan

4. Action Items

A. 2019-2020 Insight PA Officer Slate

Motion to approve the 2019-2020 ISPA Officer Slate:

Michael Adler- Board President, Diana Moninger- Vice President, Aviva Moore- Treasurer and Secretary

Motion by Diana Moninger, second by Chris Rossi.

Final Resolution: Motion Carries

Aye: Aviva Moore, Diana Moninger, Lowell L Thomas, Michael Adler, Chris Rossi, Alice Solomon

B. ISPA Bylaw Amendments

Motion to approve the ISPA Bylaw Amendments

Motion by Diana Moninger, second by Lowell L Thomas.

Final Resolution: Motion Carries

Aye: Aviva Moore, Diana Moninger, Lowell L Thomas, Michael Adler, Chris Rossi, Alice Solomon

C. June & July 2019 Financial Reports and Disbursements

Motion to approve the June and July 2019 financial reports and disbursements.

Motion by Chris Rossi, second by Lowell L Thomas.

Final Resolution: Motion Carries

Aye: Aviva Moore, Diana Moninger, Lowell L Thomas, Michael Adler, Chris Rossi, Alice Solomon

D. June & July 2019 Employee Lists

Motion to approve the June & July 2019 Employee Lists

Motion by Michael Adler, second by Diana Moninger.

Final Resolution: Motion Carries

Aye: Aviva Moore, Diana Moninger, Lowell L Thomas, Michael Adler, Chris Rossi, Alice Solomon

E. Personally Identifiable Information Policy - New Policy for the Uniform Grant Guidance Manual

Motion to approve the Personally Identifiable Information Policy

Motion by Michael Adler, second by Chris Rossi.

Final Resolution: Motion Carries

Aye: Aviva Moore, Diana Moninger, Lowell L Thomas, Michael Adler, Chris Rossi, Alice Solomon

F. Annual Special Education Notice

Motion to approve the Annual Notice of Special Education Services, 2019-2020 School Year

Motion by Michael Adler, second by Diana Moninger.

Final Resolution: Motion Carries

Aye: Aviva Moore, Diana Moninger, Lowell L Thomas, Michael Adler, Chris Rossi, Alice Solomon

G. Agreement with Health eTools

Motion to approve the agreement with Health eTools with an added clause related to the enrollment billing date and how fluctuations in enrollment are addressed.

Motion by Chris Rossi, second by Aviva Moore.

Final Resolution: Motion Carries

Aye: Aviva Moore, Diana Moninger, Lowell L Thomas, Michael Adler, Chris Rossi, Alice Solomon

H. Special Education Policies

Approve New Special Education Policies: Positive Behavior Support, Special Education Surrogate Parent, Assistive Technology, Confidentiality

Motion by Michael Adler, second by Diana Moninger.

Final Resolution: Motion Carries

Aye: Aviva Moore, Diana Moninger, Lowell L Thomas, Michael Adler, Chris Rossi, Alice Solomon

5. Announcements

A. Next Board Meeting - September 24, 2019

6. Adjournment

A. Meeting Adjournment

Motion to adjourn the meeting

Motion by Michael Adler, second by Lowell L Thomas.

Final Resolution: Motion Carries

Aye: Aviva Moore, Diana Moninger, Lowell L Thomas, Michael Adler, Chris Rossi, Alice Solomon