



Achievement House Cyber Charter School Board of Trustees

Public Meeting Minutes

Tuesday, December 14, 2021

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

- I. Pledge of Allegiance
- II. Roll Call
 - Mrs. Marilou Strangarity (President) – Not Present
 - Mrs. Lisabeth Sweeney (Vice President) – Present
 - Mrs. Kristin Chettle (Treasurer) – Present
 - Mr. Don Fraatz (Secretary) – Present
 - Dr. Bob Maranto – Present
 - Dr. Gerri Light – Present
- III. Notification of Recording
 - A. Lisabeth Sweeney announced that the Public Session would be recorded on an audio device.
- IV. Approval of the Minutes
 - A. L. Sweeney called for a motion to approve the minutes from the October 19, 2021 board meeting.
 1. Motion to approve the minutes from the October 19, 2021 board meeting by Bob Maranto. Seconded by Don Fraatz. Unanimous.
- V. Executive Session Statement
 - A. L. Sweeney announced that the Board held an executive session this evening to discuss personnel matters and real estate.
- VI. Finance/Business Report
 - A. Ryan Schumm provided a summary of the monthly Treasurer’s Report. He reviewed the revenue and expense statements, and balance sheet with the Board and advised of updated projections.
 - B. L. Sweeney called for a motion to approve the written Treasurer’s Report.
 1. Motion to approve the written Treasurer’s Report by Kristen Chettle. Seconded by D. Fraatz. Unanimous.
- VII. Discussion of Academic Video Report
 - A. L. Sweeney asked if there were any questions or comments about the Academic/SPED Video Report.
 - B. Neal Thomas updated the board and noted that our social workers made a list of places Thanksgiving meals were available across the state of PA to share with our students.
 - C. B. Maranto asked if our attendance was up and Neal noted that it was about the same as Q1 of last year.
- VIII. Discussion of Special Education Video Report
 - A. L. Sweeney asked if there were any questions or comments about the Special Education Video Report.
 - B. Trina Knauff updated the board and noted that they had their monthly senior meeting today and 63% of the seniors are on track but she anticipates that number will go up.
 - C. Don Asplen recognized and acknowledged T. Knauff’s Coaching Plan which has met with some good successes.
 - D. D. Aspen asked T. Knauff to explain the quarterly check in process she is using to make sure her team is on track. T. Knauff replied that every quarter she gives each member of her team feedback on every area of their role to let them know what is expected of them and to strengthen their instruction and their overall roll as a special education teacher throughout the year. Jim Flick noted that this is important that T. Knauff takes this extra step to clarify what they are going to be evaluated on and it is having a positive impact.
- IX. Discussion Curriculum Video Report
 - A. L. Sweeney asked if there were any questions or comments about the Curriculum Video Report and there were none.

- X. Discussion Enrollment/Marketing Video Report
 - A. L. Sweeney asked if there were any questions or comments about the Enrollment/Marketing Video Report.
 - B. Alane Butler noted that we now have 1043 students enrolled in our school and will be wrapping up our calendar year with our last orientations this week.
- XI. Discussion HR Video Report
 - A. L. Sweeney asked if there were any questions or comments about the HR Video Report and there were none.
- XII. Discussion of Guidance Video Report
 - A. L. Sweeney asked if there were any questions or comments about the Guidance Video Report and there were none.
- XIII. Discussion CEO Video Report
 - A. D. Asplen updated the board and stated that last week we had our first in-office positive COVID-19 test from a staff member that had been in the office 1 day that week. We scheduled a deep cleaning of the office and it was decided to make it optional to work from home and not come into the Exton office until January 3rd.
- XIV. Special Report: AHCCS Foundation
 - A. Gerri Light met with D. Asplen and Kevin Corcoran November 19th to discuss the AHCCS Foundation and she gave the board an update. She stated that we asked K. Corcoran, who works for Charter Choices, if he would like to be part of the Achievement House Community Education Foundation. They discussed some of the possible goals and outcomes. G. Light has been going through the guidelines and the next steps are to set up quarterly meetings and add some more individuals to the board. In January they will start sending out invitations and start meeting with people so that by February they can have the board members in place. D. Asplen noted that his challenge to G. Light and K. Corcoran was that the foundation not simply be an administrative body that hands out scholarships, but that they be more forward thinking and think about what the future of education is going to look like.
- XV. Personnel
 - A. New Hires:
 - 1. Patrice Sorbicki – School Social Worker
 - 2. Kayla Cusick – Part-time Teacher
 - 3. Suzanne Antonucci – Part-time Teacher
 - 4. Jen Morganheira – Special Education Teacher
 - B. Separations:
 - 1. Marci Mansfield – Teacher Assistant
 - C. Open Positions:
 - 1. ICA Instructor
 - 2. Regional Mentor
 - 3. Teaching Assistant
 - 4. Part-time Teachers (2)
 - 5. School Data Analyst
 - 6. Videographer & Mobile Innovation Specialist
 - D. L. Sweeney called for a motion to approve the new hires and separation as listed above using salaries as outlined in the Executive Session.
 - 1. Motion to approve the new hires and separation as listed above using salaries as outlined in the Executive Session by D. Fraatz. Seconded by K. Chettle. Unanimous.
- XVI. Governance
 - A. L. Sweeney called for a motion to add an agenda item for a bonus for the principal.
 - 1. Motion to add agenda item for a bonus for the principal by D. Fraatz. Seconded by K. Chettle. Unanimous.
 - B. L. Sweeney called for a motion to approve a bonus for the principal as discussed in the Executive Session.
 - 1. Motion to approve a bonus for the principal by D. Fraatz. Seconded by G. Light. Unanimous.
 - C. D. Asplen stated that the Act 55 Board Training dates for 2021-2022 will be January 18, 2022 and February 15, 2022.
 - D. L. Sweeney called for a motion for the 2021-2022 Act 55 Board Training to be held on January 18, 2022 and February 15, 2022.

1. Motion for the 2021-2022 Act 55 Board Training to be held on January 18, 2022 and February 15, 2022 by K. Chettle. Seconded by D. Fraatz. Unanimous.

XVII. New Business

- A. L. Sweeney asked if there was any new business and there was none.

XVIII. Public Comment

- A. L. Sweeney asked if there were any public comments.
 1. Cassie Valvo shared that as a Mentor she is seeing lots of students coming in that are emotionally strained this year and it is reflected in their academics. She thinks that it is just everything piling up on them. Some of them have lost a family member and we are in year two of the pandemic and they are just tired. We need to remember that every single kid has hard things going on in their lives.
 2. Shana thanked Don, Neal, Hannah and Trina for their support this past year as she just completed her first internship for the social worker program that she is enrolled in. She agreed with Cassie that there is a lot of work to be done to help the kids.

XIX. Adjournment

1. L. Sweeney called for a motion to adjourn the public board meeting at 7:51 p.m. Our next meeting will be Tuesday, January 18, 2022 at 7:00 p.m.
 1. Motion to adjourn the public meeting by K. Chettle. Seconded by G. Light. Unanimous.