



Achievement House Cyber Charter School Board of Trustees

Public Meeting Agenda January 17, 2023 – 7:00 p.m.

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) – Present
 - Mrs. Lisabeth Sweeney (Vice President) – Present
 - Mrs. Kristin Chettle (Treasurer) – Not Present
 - Mr. Don Fraatz (Secretary) – Present
 - Dr. Bob Maranto – Present
 - Dr. Gerri Light – Present
- III. Notification of Recording
 - A. Marilou Strangarity announced that the Public Session would be recorded on an audio device.
- IV. Executive Session Statement
 - A. M. Strangarity announced that the Board held an Executive Session this evening to discuss personnel matters, financial matters and legal issues.
- V. Approval of the Minutes
 - A. M. Strangarity called for a motion to approve the minutes from the December 13, 2022 board meeting.
 - 1. Motion to approve the minutes from the December 13, 2022 board meeting by Bob Maranto. Seconded by Don Fraatz. Unanimous.
- VI. Finance/Business Report
 - A. Ryan Schumm provided a summary of the monthly Treasurer's Report and highlighted some of the items on the report.
 - 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 Lisabeth Sweeney. Unanimous.
- VII. Governance
 - A. Ethics Forms will be mailed to the board members for completion.
 - B. Board Policies to be Updated:
 - 1. Attendance and Truancy Policy
 - 2. Capstone on SPED Students Policy
 - 3. E-mail Communications with Students Policy
 - 4. Evaluations and Reevaluations Policy
 - 5. Secondary Transitions Services Policy
 - 6. Section 504 Policy
 - 7. Special Education Training Policy
 - 8. Student Photo Release Form Policy
 - C. Board Policies to be Absolved:
 - 1. Determining Different Specific Learning Disabilities
 - 2. Specific Learning Disability Policy
 - D. Don Asplen stated that we have 10 policies that were discussed in the private session; 8 of which were updated and 2 of which will be absolved. He called for a motion to update the 8 policies outlined above which had address, logo, and letterhead updates.

1. Motion to approve the 8 updated policies outlined above by D. Fraatz. Seconded by B. Maranto. Unanimous.
 - E. D. Asplen called for a motion to absolve the 2 policies outlined above.
 1. Motion to absolve the 2 policies outlined above by D. Fraatz. Seconded by B. Maranto. Unanimous.
 - F. D. Asplen called for a motion to amend tonight's public agenda to add an additional governance item of a resolution to allow the Principal as a second signer on paper checks, not on bill.com.
 1. Motion to amend tonight's public agenda to add an additional governance item of a resolution to allow the Principal as a second signer on paper checks, not on bill.com by G. Light. Seconded by D. Fraatz. Unanimous.
 - G. D. Asplen called for a motion to allow the Principal as a second signer on paper checks, not on bill.com.
 1. Motion to add the Principal as a second signer on paper checks, not on bill.com by B. Maranto. Seconded by G. Light. Unanimous.
- VIII. Personnel
- A. Stefani Frank updated the Board on the following information:
 - B. New Hires:
 1. Amy Lidle, Office Assistant
 2. Alexa Szabo, Special Education Teacher
 3. Brittany Hammar, Special Education Teacher
 4. Annette Fox, Special Education Teacher
 5. Nicole Strollo, Special Education Teacher
 - C. Changes:
 1. Arthur Forwood, stepped down from Education Design Lead
 - D. Separations:
 1. Caitlin Smith, Special Education Teacher
 2. Pam Klass, Curriculum Coach
 3. John Wingerter, Administration Mentor
 - E. Open Positions:
 1. Office Assistant
 2. Special Education Coordinator
 - F. M. Strangarity called for a motion to approve the new hires as listed above with salaries as discussed in the Executive Session.
 1. Motion to approve the new hires as listed above with salaries as discussed in the Executive Session by G. Light. Seconded by D. Fraatz. Unanimous.
 - G. M. Strangarity called for a motion to approve the change as listed above.
 1. Motion to approve the change as listed above by Gerri Light. Seconded by D. Fraatz. Unanimous.
 - H. M. Strangarity called for a motion to approve the separations as listed above.
 1. Motion to approve the separations as listed above by D. Fraatz. Seconded by G. Light. Unanimous.
- IX. Discussion of Academic Video Report
- A. M. Strangarity asked if there were any questions or comments about the Academic Video Report.
 - B. Neal Thomas updated the Board on the debate that was held for the students running for President of the Student Council. Doug DeSimone heads up this debate and did a great job.
- X. Discussion HR Video Report
- A. M. Strangarity asked if there were any questions or comments about the HR Video Report.
 - B. Stefani Frank was happy to report that we filled our special education teacher positions.
 - C. B. Maranto was impressed that she was able to fill these 3 positions so quickly.
- XI. Discussion of Guidance Video Report
- A. M. Strangarity asked if there were any questions or comments about the Guidance Video Report.
 - B. Angela Galie updated the Board on our Act 158 progress. We have new certifications coming in every day.

1. M. Strangarity asked who helps the seniors decide which route to take and some discussion followed.
- XII. Discussion of Special Education Video Report
 - A. M. Strangarity asked if there were any questions or comments about the Special Education Video Report.
 - B. Trina Knauff thanked the Board for their support in adding new department members.
 - C. T. Knauff noted they had their monthly senior meeting and currently 63% of our seniors are on track but this number will go up since the 2nd quarter has not ended yet.
 - D. M. Strangarity asked if there was anything they need to do for staff as educators to add to their tool belt to help and support the Special Education Department.
 1. T. Knauff stated that in a recent meeting, they discussed needing a robust dropout prevention program. We have a lot of students with social and emotional needs that come to us and we are trying to not just engage them but give them a positive educational experience on top of helping them through whatever it is that they are going through in their home environment.
 2. T. Knauff is going to look for a program that would fit our mold and then see if we need any additional support based on the layout of the program.
 3. D. Asplen noted we have held several lengthy professional development sessions for the teachers on trauma events and being trauma informed.
 - E. B. Maranto was impressed with the response rate from her survey.
- XIII. One of the board members, Bob Maranto, left the meeting at approximately 7:35 p.m.
- XIV. Discussion Curriculum Video Report
 - A. M. Strangarity asked if there were any questions or comments about the Curriculum Video Report.
 - B. Jodi Byrne thanked our staff who volunteered and helped out with our Book Chats which is part of the Mosaic Project.
 - C. J. Byrne shared that on January 24th a group of staff who are working on developing curriculum and ideas for the Mobile Makerspace will be visiting Fluxspace in Norristown. It is a very innovative makerspace and we are hoping to learn from them.
 - D. J. Byrne shared some of the student's self-portraits from the Mosaic Project assignment.
- XV. Discussion Enrollment/Marketing Video Report
 - A. M. Strangarity asked if there were any questions or comments about the Enrollment/Marketing Video Report.
 - B. Alane Butler updated the Board on our enrollment numbers.
 - C. A. Butler noted that on January 31st Philadelphia will be announcing the winners of their acceptance programs into the schools that require entry acceptances and what this means for us is that the students that do not get accepted may be looking to attend AHCCS.
 - D. A. Butler updated the Board on our Student Ambassador Program.
 - E. G. Light asked about the students that A. Butler mentioned in her report that had been homeschooled and how Achievement House has been able to support them in reaching their goals to graduate and wanted to know if there was something specific that those students need that we would be able to fulfill. A. Butler replied that we refer them to our Act 158 Team and make sure that we offer them as many pathways as possible.
 - F. M. Strangarity asked if we have started working on our Summer School Program yet and D. Asplen said that the planning starts in February.
- XVI. Discussion CEO Video Report
 - A. M. Strangarity asked if there were any questions or comments about the CEO Video Report.
 - B. D. Asplen updated the Board on our Charter Renewal. Temple and PFM have not yet submitted our reports.
 - C. D. Asplen shared again about the great job that Shana Harris and other employees did in helping out a family in need last month and asked for an update from her on how the family was doing.

She said that they are doing better, the mom is healing from her surgery, but is still displaced right now.

XVII. Public Comment

A. M. Strangarity asked if there were any public comments and there were none.

XVIII. Adjournment

A. M. Strangarity called for a motion to adjourn the public board meeting. Our next meeting will be Tuesday, February 21, 2023 at 7:00 p.m.

1. Motion to adjourn the public meeting by G. Light. Seconded by D. Fraatz. Unanimous.