

21st CENTURY CYBER CHARTER SCHOOL
Board of Trustees Meeting
21CCCS
805 Springdale Drive
Exton, PA 19341

September 22, 2009
Minutes

The meeting of the 21st Century Cyber Charter School was held at 805 Springdale Drive, Exton, PA. Thomas Newcome called the meeting to order at 1:22pm. An Executive Session was held prior to the business meeting.

Board Members in Attendance were:

Barry Galasso	Bucks County IU
Joseph O'Brien, VICE CHAIRPERSON	Chester County IU
Thomas Newcome, CHAIRPERSON	Octorara Area SD
Raymond Fischer	Oxford Area SD
Lawrence O'Shea	Delaware County IU
William Kiefer	Cheltenham Township SD
Kathryn Emmel	Parent Representative

Also in Attendance were:

Alan Slobojan	Non-Member, CCIU Supervisor
Jon Marsh	Non-Member, Director/CEO
Lindi Steczak	Non-Member, Board Secretary
Sandra McCabe	Non-Member, Board Treasurer
Tracy Adelizzi	Non-Member, Staff Accountant
Kevin McKenna	Non-Member, Solicitor

PLEDGE OF ALLEGIANCE

APPROVAL OF THE MINUTES – MAY 26, 2009

Lawrence O'Shea moved to approve the minutes of the May 26, 2009 Board Meeting. William Kiefer seconded the motion, which was approved. Voting: Aye-7, Nay-0, Absent-5

PRESENTATIONS AND REPORTS

Kevin McKenna, Esq. held a board member training during lunch.

Jon Marsh, Director/CEO, Highlighted the following items from the reports. (The following reports are on file at the 21st Century Cyber Charter School)

ADMINISTRATION

AYP Success
Working Medical Days
Report of 2008-09 Goals
PDE Visit
Annual Report
Fiscal Year Ending June 30, 2009
Fiscal Year Beginning July 1, 2009

SCHOOL OPERATIONS

Opening for the 2009-10 School Year

Summer School
Mandarin Chinese I Summer Enrichment Course
Partnership with CCIU Schools Continues
Performance Report Card
National Presentations
Real World Navy Challenge Project

CURRICULUM & ISD
Curriculum Revision
Curriculum Development
BVA Enrollment
2009-10 Enrollment
BVA Curriculum Options

SPECIAL SERVICES
Special Education Count
Special Education Student Placement
21CCCS Welcome Back Event
Autism Spectrum Disorders Training
English Language Learners Symposium
Indicator 13 Training

STUDENT SUPPORT
Enrollment Profile
Elluminate Update
Student Computers
Technical Support

CONSENT AGENDA

Joseph O'Brien moved to approve the following consent agenda items:

Finance, C	Treasurer's Report
Finance, D	Expenditure Report
Finance, E	Updated Treasurer's Report
Finance, F	May & June Expenditure Report
Personnel, B	Stipend

Kathryn Emmel seconded the motion, which was approved. Voting: Aye-7, Nay-0, Absent-5

**21st Century Cyber Charter School
Treasurer's Report as of August 31, 2009
(Unaudited Results)**

Total Unaudited Fund Balance at June 30, 2009

\$ 1,379,131

	<u>2009-10 Total Budget</u>	<u>Aug-09 YTD Results</u>
Revenue:		
Revenue from Other LEAs	\$ 5,544,000	\$ -
Revenue - IDEA	64,794	-
Summer School Tuition	75,000	36,293
Revenue - Health Services	8,800	-
Miscellaneous Revenue	100,000	1,329
State Share Social Security	96,600	-
State Share Retirement	101,960	(413)
Accounts Receivable Outstanding	-	-
YTD 2008-09 Revenue	\$ 5,991,154	\$ 37,209

Total Funds Available

\$ 1,416,340

Expenditures:

100 Salaries	\$ 2,743,625	\$ 129,676
200 Employee Benefits	998,011	67,093
300 Purchased Professional Services		-
322 Professional Educational Services - IUs	60,500	-
324 Employee Training and Conferences	6,000	495
329 Professional Services Consultants	1,000	-
330 Other Professional Services	99,592	261
340 Technical Services	37,435	-
350 Safety and Security Services	1,660	-
390 Professional Contract Services	91,878	-
391 Professional and Staff Development	-	-
400 Purchased Property Services		
410 Janitorial Services	12,000	2,658
430 Repairs & Maintenance	80,695	14,299
440 Rentals	34,300	(250)
441 Rental - Land and Building	105,000	26,667
460 Exterminating Services	2,000	-
500 Other Purchased Services		
513 Contracted Carriers	6,500	-
523 Insurance	25,000	-
530 Postage	78,370	7,555
531 Telephone	32,000	2,605
538 ISP	190,000	66
540 Advertising	88,000	207
550 Printing and Binding	55,000	-
560 Tuition	10,000	-
580 Travel	22,000	-
600 Supplies		
610 Supplies	271,500	3,582
618 Administrative Software	20,350	4,753
620 Energy	26,496	-
640 Books & Periodicals	81,000	12,041
648 Educational Software & Licenses	192,050	8,049
700 Equipment		
750 Equipment	122,410	-
757 Computers	150,000	197,655
800 Other Objects		
810 Dues and Fees	6,350	89
840 Contingency	80,000	-
890 Miscellaneous Expenses	23,000	760
CCIU - Admin Fee	232,000	19,130
YTD 2008-09 Expenditures	\$ 5,985,721	\$ 497,392

Net Revenue/(Expenditures)

\$ 5,433

\$ (460,183)

Total Fund Balance

\$ 1,384,564

\$ 918,948

September 22, 2009
Board Meeting

CONSENT AGENDA
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GOLDENROD

**21st Century Cyber Charter School
Treasurer's Report as of August 31, 2009
(Unaudited Results)**

Total Audited Fund Balance at June 30, 2008	\$ 1,518,685
Unaudited Excess Expenditures over Revenue 7/01/08 - 6/30/09	(139,554)
Unaudited Total Fund Balance at 6/30/2009	\$ 1,379,131
Unaudited Excess Expenditures over Revenue 7/01/09 - 8/31/09	\$ (460,183)
Unaudited Total Fund Balance at 8/31/2009	\$ 918,948

Designated Fund Balances:

New Initiatives Fund (approved 1/22/07 for \$250,000 - \$26,000 of that for 09 Summer School/\$27,000 of that for Solar Panel if grant approved) replenish to \$250,000 approved 5/26/09	250,000
Program Stabilization Fund (approved 1/22/07 for \$500,000)	500,000
Purchase and install furniture in the new facility (Spectrum Industries - \$200,487)	4,639
Designated Facility Fund to be used for rent and facility operations (revised - \$500,000)	167,753
Hardware purchase of 275 computers up to \$320,000 (approved 5/26/09)	122,345
Development of additional new online courses, not to exceed \$10K /1credit course (approved 5/26/09 for \$70,000) for 09-10	70,000

<u>Undesignated Fund Balance at 8/31/09</u>	\$ (195,789)
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<u>Designated Facilities Fund</u>		
Approved by BOD 9/24/08 (revision)	\$	500,000
YTD Rent		(100,000)
YTD Building Fee		(57,195)
ChescoNet		(62,775)
Atlantic Coast		(14,950)
Phone America		(48,108)
Haverford Systems		(49,220)
Net Designated Facilities Fund	\$	167,753

FINANCE

APPROVAL OF AUDITOR

William Kiefer moved to approve the appointment of Herbein & Company, Inc. Certified Public Accountants to perform the 2008-09 Financial Audit of the 21st Century Cyber Charter School not to exceed a cost of \$8,700.00. Joseph O'Brien seconded the motion, which was approved.

Voting: Aye-7, Nay-0, Absent-5

ARCHITECT FEES

Barry Galasso moved to approve the payment of \$17,013.40 to the Chester County Intermediate Unit for architect fees associated with the relocation process. Raymond Fischer seconded the motion, which was approved. Voting: Aye-6, Nay-0, Absent-5, Joseph O'Brien abstained from voting.

OLD BUSINESS

None

NEW BUSINESS

2009-10 CHARTER SCHOOL GOALS

Lawrence O'Shea moved to approve the amended goals for the 2009-10 School Year as follows:

- #1 Increase PSSA math results by 5 points.
- #2 Continue development of Board Policy Manual.
- #3 Complete implementation of a multi-tiered compensation system for staff.
- #4 Complete preparations for a new five-year charter that begins July 1, 2011.
- #5 Increase participation of part-time students by 25% if the actions are determined to be in the best interest of 21CCCS.

Joseph O'Brien seconded the motion, which was approved. Voting: Aye-7, Nay-0, Absent-5

PERSONNEL

APPROVAL OF PERSONNEL ACTIONS

Lawrence O'Shea moved to approve the routine terminations/resignations/retirements, nominations, and changes in status of the 21st Century Cyber Charter School staff as follows:

Resignations/Non-Renewals/Terminations

Professional

Elizabeth Knaide
Social Studies and MS Math Teacher
Effective: June 20, 2008
Reason: Resignation

Nominations

Professional

Steven Galette
PE and Health Teacher
Effective: August 19, 2009
Reason: New Position
Supervisor: Paige Morabito
Relationship: None

Rosario Currie
Spanish/English/ESL Teacher
Effective: September 16, 2009
Reason: New Position
Supervisor: Paige Morabito
Relationship: None

Emily Shank
Math Teacher
Effective: August 19, 2009
Reason: Fill Position Vacated by Elizabeth Knaide
Supervisor: Paige Morabito
Relationship: None

Coleen Derleth
Social Studies
Effective: August 19, 2009
Reason: New Position
Supervisor: Paige Morabito
Relationship: None

Michael Meyer
Music
Effective: August 19, 2009
Reason: New Position
Supervisor: Paige Morabito
Relationship: None

Technical

Alexander Moscowitch
Technical Support
Effective: August 18, 2009
Reason: Fill Position Vacated by Elizabeth MacIntyre
Supervisor: Joseph Mayo
Relationship: None

Department SME's (Subject Matter Experts)

Eileen Costanzo – English Department
Salary: Board Approved SME Rate
Effective: August 24, 2009

Galen Kreiser – Science Department
Salary: Board Approved SME Rate
Effective: August 24, 2009

Stephanie Payzant – Mathematics Department
Salary: Board Approved SME Rate
Effective: August 24, 2009

Aaron Schnittman – Specials Department
Salary: Board Approved SME Rate
Effective: August 24, 2009

Joseph D. Bonnette –Social Studies Department

Salary: Board Approved SME Rate

Effective: August 24, 2009

Joseph O'Brien seconded the motion, which was approved. Voting: Aye-7, Nay-0, Absent-5

BOARD MEMBER COMMENT

PUBLIC COMMENT

EXECUTIVE SESSION ANNOUNCEMENT

THE NEXT MEETING IS SCHEDULED TO BE HELD NOVEMBER 24, 2009, AT THE PATTAN CENTER, 200 ANDERSON DRIVE, KING OF PRUSSIA, PA 19406.

AN EXECUTIVE SESSION IS SCHEDULED TO BE HELD AT 12:30PM. TOPICS WILL INCLUDE PERSONNEL, LABOR RELATIONS, AND REAL ESTATE.

ADJOURNMENT

Joseph O'Brien moved to adjourn the meeting at 1:55pm. Raymond Fischer seconded the motion, which was approved. Voting: Aye-7, Nay-0, Absent-5