

21st CENTURY CYBER CHARTER SCHOOL
Board of Trustees Meeting
PATTAN
200 Anderson Road
King of Prussia, PA 19406

November 24, 2009
Minutes

The meeting of the 21st Century Cyber Charter School was held at the PaTTAN Center, 200 Anderson Road, King of Prussia, PA 19406. Thomas Newcome called the meeting to order at 1:32pm.

Board Members in attendance were:

Francis Barnes	Palisades SD
Joseph O'Brien, VICE CHAIRPERSON	Chester County IU
Thomas Newcome, CHAIRPERSON	Octorara Area SD
Lawrence O'Shea	Delaware County IU
Gregory Thornton	Chester-Upland SD
Christopher McGinley	Lower Merion SD
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

RATIFICATION OF BOARD MEMBER

Francis Barnes moved to approve the ratification of George Steinhoff, Penn Delco SD Superintendent, to fill the vacant seat for Delaware County effective November 24, 2009. Gregory Thornton seconded the motion, which was approved. Voting: Aye-8, Nay-0, Absent-4

APPROVAL OF THE MINUTES – SEPTEMBER 22, 2009

Gregory Thornton moved to approve the minutes of the September 22, 2009 Board Meeting. Lawrence O'Shea seconded the motion, which was approved. Voting: Aye-8, Nay-0, Absent-4

PRESENTATIONS AND REPORTS

Jon Marsh presented Keeping Pace with K-12 Online Learning during lunch. Jon Marsh, Director/CEO, highlighted the following items from the reports. (The reports are on file at the 21st Century Cyber Charter School)

ADMINISTRATION
Audit Closing Meeting
Outreach
MCHS – Shared Staff
Drexel University
Policy Project
Meeting with Secretary of Education

SCHOOL OPERATIONS

PSSA Senior Retest
PSSA Preparation
Student Achievements
Mobile Learning Event

CURRICULUM & ISD
Save the Music
BVA Enrollments
Mid Year Enrollment

SPECIAL SERVICES
Special Education Count
PSSA-M

STUDENT SUPPORT
Enrollment Profile
Withdraw Information
PIMS
Illuminate
Technical Support
School Physician and Dentist

CONSENT AGENDA

Francis Barnes moved to approve the following consent agenda items:

Finance, A	Treasurer's Report
Finance, B	Expenditure Report
New Business, D	Approval of Contracts

Gregory Thornton seconded the motion, which was approved. Voting: Aye-8, Nay-0, Absent-4

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

Total Unaudited Fund Balance at June 30, 2009 (subject to change pending final audit) \$ 1,397,527

	<u>2009-10 Total Budget</u>	<u>Oct-09 YTD Results</u>
Revenue:		
Revenue from Other LEAs	\$ 5,544,000	\$ 734,161
Revenue - IDEA/ARRA	64,794	3,093
Summer School Tuition	75,000	36,293
Revenue - Health Services	8,800	-
Miscellaneous Revenue	100,000	3,303
State Share Social Security	96,600	-
State Share Retirement	101,960	12,313
Accounts Receivable Outstanding	-	881,435
YTD 2008-09 Revenue	\$ 5,991,154	\$ 1,670,598
 Total Funds Available		 <u><u>\$ 3,068,125</u></u>
Expenditures:		
100 Salaries	\$ 2,743,625	\$ 679,378
200 Employee Benefits	998,011	247,005
300 Purchased Professional Services		-
322 Professional Educational Services - IUs	60,500	5,951
324 Employee Training and Conferences	6,000	745
329 Professional Services Consultants	1,000	-
330 Other Professional Services	99,592	12,229
340 Technical Services	37,435	8,594
350 Safety and Security Services	1,660	135
390 Professional Contract Services	91,878	17,196
391 Professional and Staff Development	-	519
400 Purchased Property Services		
410 Janitorial Services	12,000	5,356
430 Repairs & Maintenance	80,695	29,543
440 Rentals	34,300	1,778
441 Rental - Land and Building	105,000	46,667
460 Exterminating Services	2,000	760
500 Other Purchased Services		
513 Contracted Carriers	6,500	-
523 Insurance	25,000	20,694
530 Postage	78,370	35,141
531 Telephone	32,000	9,544
538 ISP	190,000	20,222
540 Advertising	88,000	17,692
550 Printing and Binding	55,000	551
560 Tuition	10,000	17,943
580 Travel	22,000	3,453
600 Supplies		
610 Supplies	271,500	34,137
618 Administrative Software	20,350	7,563
620 Energy	26,496	4,589
640 Books & Periodicals	81,000	34,788
648 Educational Software & Licenses	192,050	47,600
700 Equipment		
750 Equipment	122,410	6,861
757 Computers	150,000	255,001
800 Other Objects		
810 Dues and Fees	6,350	3,639
840 Contingency	80,000	-
890 Miscellaneous Expenses	23,000	5,533
CCIU - Admin Fee	232,000	63,232
YTD 2008-09 Expenditures	\$ 5,985,721	\$ 1,644,039
 Net Revenue/(Expenditures)	 <u><u>\$ 5,433</u></u>	 <u><u>\$ 26,559</u></u>
 Total Fund Balance	 <u><u>\$ 1,402,960</u></u>	 <u><u>\$ 1,424,086</u></u>

**21st Century Cyber Charter School
Treasurer's Report as of October 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 (subject to change pending final audit)	(121,158)
Unaudited Total Fund Balance at 6/30/2009 (subject to change pending final audit)	\$ 1,397,527
Unaudited Excess Expenditures over Revenue 7/01/09 - 10/31/09	\$ 26,559
Unaudited Total Fund Balance at 10/31/2009	\$ 1,424,086

Designated Fund Balances:

New Initiatives Fund (approved 1/22/07 for \$250,000 - \$26,000 of that for 09 Summer School replenish to \$250,000 approved 5/26/09)	227,503
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)	123,691
Hardware purchase of 275 computers up to \$320,000 (approved 5/26/09)	68,778
Development of additional new online courses, not to exceed \$10K /1credit course (approved 5/26/09 for \$70,000) for 09-10	48,000

<u>Undesignated Fund Balance at 10/31/09</u>	\$ 451,475
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<u>Designated Facilities Fund</u>		
Approved by BOD 9/24/08 (revision)	\$	500,000
Rent		(120,000)
Building Fee		(66,727)
ChescoNet		(72,105)
Atlantic Coast		(14,950)
Phone America		(53,307)
Haverford Systems		(49,220)
Net Designated Facilities Fund	\$	123,691

FINANCE

None

OLD BUSINESS

None

NEW BUSINESS**TAIWAN LANGUAGE IMMERSION SUMMER CAMP ATTENDANCE – FIRST READING**

The board considered, in First Reading, the arrangement of and participation in the Taiwan Language Immersion Summer Camp Program at the Wenzao Ursuline College of Languages in Taiwan, for 15-20 students accompanied by two teachers with the total cost not to exceed \$15,000. No action was taken at this time.

ATTENDANCE AT MEETINGS VIA ELECTRONIC COMMUNICATION POLICY – FIRST READING

The board considered, in First Reading, the Attendance at Meetings Via Electronic Communications Policy. No action was taken at this time.

TAIWAN LANGUAGE IMMERSION SUMMER CAMP PRE-VISIT

Francis Barnes moved to approve a coordinating teacher's trip to Wenzao Ursuline College of Languages in December 2009 and January 2010 to ensure that the instructional program will meet the needs of 21CCCS students, with expenses not to exceed \$1500. Christopher McGinley seconded the motion, which was approved. Voting: Aye-8, Nay-0, Absent-4

PERSONNEL

None

BOARD MEMBER COMMENT**PUBLIC COMMENT****EXECUTIVE SESSION ANNOUNCEMENT**

THE NEXT MEETING IS SCHEDULED TO BE HELD ON JANUARY 26, 2010 AT THE 21CCCS, 805 SPRINGDALE DRIVE, EXTON, PA 19341.

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

ADJOURNMENT

William Kiefer moved to adjourn the meeting at 1:56pm. Christopher McGinley seconded the motion, which was approved. Voting: Aye-8, Nay-0, Absent-4