



**Tuesday, May 10, 2022
Board Meeting**

**21CCCS
1245 Wrights Lane
West Chester, PA 19380
1:00 p.m.**

1. Meeting Opening

Subject **1.1 Call to Order - Roll Call**

Meeting May 10, 2022 - Board Meeting

Category 1. Meeting Opening

Type Procedural

The Board Chairperson will call the board meeting to order, the Board Secretary will document attendance.

Subject **1.2 Notification of Recording**

Meeting May 10, 2022 - Board Meeting

Category 1. Meeting Opening

Type Procedural

All board meetings for the 21ST Century Cyber Charter School are audio recorded for the purpose of creating the Minutes.

Subject **1.3 Pledge of Allegiance**

Meeting May 10, 2022 - Board Meeting

Category 1. Meeting Opening

Type Procedural

The Pledge of Allegiance has been temporarily suspended due to the Board Meeting being virtual.

Subject **1.4 Executive Session Announcements**

Meeting May 10, 2022 - Board Meeting

Category 1. Meeting Opening

Type Information

An Executive Session was held prior to the start of this Board Meeting. Possible topic discussions were litigation, personnel, real estate, confidential legal issues and negotiations.

Subject **1.5 CEO and Administrator Reports**

Meeting May 10, 2022 - Board Meeting

Category 1. Meeting Opening

Type Report

Dr. Monica Frank

We would like to congratulate our High School Principal, Dr. Monica Frank, for completing her doctorate and defending her dissertation.

2022-2023 Proposed General Fund Final Budget

Loree Marchese, our Business Administrator, will present the 2022-2023 General Fund Final Budget, which was originally presented at the April Board Meeting. The 2022-2023 General Fund Budget is included in the Consent Agenda for review and approval. A copy of the presentation is attached.

ATSI Plan

Although we are currently in year 3 of our ATSI Plan, PDE has made no new classifications or re-designations for schools, and required schools to extend their current plans for one more year. This year's plan has been developed within our School's leadership team, and shared out with 15 members of the School's ATSI Plan Steering committee which is made up of School administration, Board members, teachers, Counselors, Parents, Business Representative and Students. The plan addresses the following four priority challenges:

- Graduation Rate
- Engagement
- Mathematics/Algebra Achievement
- Multi-Tier System of Supports (MTSS)

The plan is required to be submitted to PDE for approval no later than June 30, 2022 and is on our Consent Agenda for Board review and approval.

Policies and Administrative Regulations

An audit of all 21CCCS Policies and Administrative Regulations has been completed to ensure the title of Human Resources Manager has been changed to Director of Human Resources.

Educational Journey Survey

The Educational Journey Survey was sent out seeking students' and parents' participation to understand their educational perspectives and learn about their decision to join the 21st Century community. As an incentive, anyone who participated in the survey was entered into a drawing, and one parent and one student had a chance to win Alexa Echo Dot. Sharon was our parent winner (senior student) and Anna (freshman) was our student winner.

Student Recognition

Christopher, a senior, completed his Eagle Scout project at McConnell Mill State Park by building multiple stone-filled steps along the Alpha Point Trail. The steps made a significant improvement over what was there as the hill's steepness led to potential falls and injury to hikers.



Arielle, a senior, received The Platt Evans Scholarship which is a full tuition and housing college scholarship for golf caddies attending Penn State University. Arielle has demonstrated a strong caddie record, excellent academics and outstanding character.



Madison, a senior, will be attending the University of Pittsburgh Honors College and was awarded the Chancellor's Scholarship, which is one of the University's most prestigious awards, a full ride merit scholarship.



Nolan, a senior, will be attending Bloomsburg University where he received the Board of Governor's Science and Technology Scholarship. This prestigious award will cover the cost of undergraduate tuition for all four years where Nolan will earn his Bachelor of Science in Nursing. His future plan is to further his education to become a Nurse Anesthetist.



Student Achievement Ceremony

Award Certificates will be sent to each student that was featured in this school year's board agendas in recognition of their dedication and efforts in addition to their academic success with 21CCCS.

Social Awareness and School Engagement (SASE)

In April, MS and HS SASE coordinators conducted a Cultural Celebrations of Spring Celebration where students learned about different holidays celebrated amongst different cultures during the Spring months. In middle school, students began hosting daily announcements 3x/week, and there was an Earth Day event on 4/22.

Adventure Club: Phillies Game

In April, the Adventure Club hosted a trip to a Philadelphia Phillies game.





Community Outreach: Library Outreach

In April, students were invited to attend a school outreach event at 8 different libraries. Teachers and staff challenged students with activities such as scavenger hunts and Reading Without Walls while also working with students on their coursework.

Department Trip: Social Studies

The social studies department held a field trip to the Museum of the American Revolution in April.



Department Event: ELA Reading Without Walls Challenge

Over the course of five in-person and virtual events in April, the English department held a Reading Without Walls Challenge. These challenges focused on promoting diversity and inclusivity through reading.

READING WITHOUT WALLS

Join the English Dept. in promoting diversity & inclusivity through reading!

How to participate:

1. Read a book about:
 - a. a character who doesn't look like you **or** live like you.
 - b. a topic you don't know much about.
 - c. a format you don't normally read (graphic novel, audiobook, poetry, etc.)
2. Complete and submit the template about your book and experience

Kickoff Event: Monday, April 4th at 11:30 am in the Auditorium VO

Department Trip: Science

On April 5, many students joined science teachers in both offices to celebrate Science Day. Students explored the science of energy through several hands-on activities including paper roller coasters, paper circuits, and solar ovens. Along with science activities, many students attended an in-person work session at the offices immediately after.



School Event: Earth Day

On April 21, students attended in-person work sessions in both offices. Students learned about and completed activities to celebrate Earth Day as well as had an opportunity to focus on school work with some of their teachers.

Special Education Count as of April 22, 2022

Students with IEP/GIEP/504 Service Agreements:

Grade	Total Students	IEP	GIEP	504	Total IEP, GIEP, 504
6	101	19	0	0	19
7	182	23	7	7	37
8	238	27	5	15	47
9	322	58	5	16	79
10	323	73	4	32	109
11	315	63	8	28	99
12	211	36	2	20	58
Total	1,692	299 17.6%	31 1.8%	118 6.9%	448 26.3%

Students Receiving Related Services:

Speech and Language	32
Group Social Skills Class with Counselor	78

Group Coping Skills Class with Therapist	73
Individual Counseling (including a Psychologist)	54
Executive Functioning Counseling	6
Occupational Therapy	16
Physical Therapy	0
Reading Instruction by Reading Therapist	3
Teacher of the Visually Impaired	2
Teacher of the Deaf and Hard of Hearing	1
Tutor	1
PCA	11
* 160 students with RS out of 330 students with IEPs/GIEPs = 48.48%	
* 160 of IEP students with RS there are 276 services per student on average = 1.73 services per student	277
* 277 total services rendered out of the 330 students with IEP/GIEPS = 83.93%	
TOTAL:	
<i>*Related Services do not include newly enrolled students.</i>	

File Attachments
[2022-2023 General Fund Budget Presentation.pdf \(284 KB\)](#)
[Christopher.png \(546 KB\)](#)
[Arielle.png \(127 KB\)](#)
[Madison.png \(172 KB\)](#)
[Nolan.png \(219 KB\)](#)
[Phillies1.png \(145 KB\)](#)
[Phillies2.png \(217 KB\)](#)
[Museum.png \(335 KB\)](#)
[Reading.png \(257 KB\)](#)
[ScienceDay.png \(209 KB\)](#)

2. Approval of Minutes

Subject **2.1 April 12, 2022 Minutes**

Meeting May 10, 2022 - Board Meeting

Category 2. Approval of Minutes

Type Action

Recommended Action Recommend the Board approve the Minutes of the April 12, 2022 Board Meeting as presented.

File Attachments

[April 12, 2022 Board Meeting Minutes.pdf \(945 KB\)](#)

3. Consent Agenda

Subject 3.1 Review of Consent Agenda Items

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the Consent Agenda items.

The Consent Agenda Items (Listed by Department) Include:

Financial

3.2 Treasurer's Report & Board Summary Report - March 2022

3.3 Expenditure Report - March 2022

3.4 Renewal Proposal - Assetworks

3.5 Renewal Agreement - Conrad Siegel

Human Resources

3.6 Personnel Actions

3.7 Summer Seasonal Part-Time Help

3.8 2022-2023 SY Benefits

3.9 Employee Handbooks 2022-2023 SY

3.10 Renewal Subscription - Vector Solutions dba Scenario Learning

3.11 Renewal Agreement - National School Applications Network (PA REAP)

Marketing

3.12 Renewal Contract - Arkadas Group

3.13 Renewal Agreement - Niche.com

3.14 Renewal Contract - Webimax

3.15 Renewal Subscription - Yext

Special Education

3.16 Contract - Berks County Intermediate Unit - Related Services

3.17 Contract - Carbon Lehigh Intermediate Unit #21

3.18 Renewal Contract - Delta-T

3.19 Renewal Agreement - Sweet, Stevens, Katz & Williams LLP

3.20 Renewal Contract - Therapy Source

3.21 Renewal Contract - U.S. Healthcare Services

Curriculum / ISD

3.22 Renewal Subscription - Edmentum

3.23 Subscription - Formative

3.24 Renewal Quote - IXL Learning

3.25 Renewal Agreement - Maxim Healthcare

3.26 Renewal Subscription - McGraw Hill ALEKS

3.27 Renewal Subscription - Read Speaker

Facilities - West Chester

- 3.28 Renewal Contract - Baxter Landscaping - Remainder of 2021-2022 SY
- 3.29 Renewal Contract - Baxter Landscaping - 2022-2023 SY
- 3.30 Renewal Contract - Baxter Landscaping - Snow Removal - 2022-2023 SY
- 3.31 Renewal Agreement - A.J. Blosenski Trash & Recycling Service
- 3.32 Renewal Contract - Brandywine Maintenance
- 3.33 Renewal Agreement - Cooper Mechanical Services
- 3.34 Renewal Agreement - Ehrlich
- 3.35 Renewal Agreement - Keystone Fire and Security

Facilities - Murrysville

- 3.36 Renewal Agreement - Climatech
- 3.37 Renewal Contract - ServiceMaster

Board / School / Family Communication

- 3.38 Revised 2022-2023 School Calendar
- 3.39 ATSI Plan
- 3.40 Renewal Subscription - Bent Creek Services
- 3.41 Renewal Quote - Diligent Corporation
- 3.42 Policies

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject	3.2 Treasurer's Report and Board Summary Report - March 2022
Meeting	May 10, 2022 - Board Meeting
Category	3. Consent Agenda
Type	Action (Consent)
Recommended Action	Recommend the Board approve the March 2022 Treasurer's Report and Board Summary Report as presented.

File Attachments

- [Treasurer's Report - March 2022.pdf \(63 KB\)](#)
- [Board Summary Report - March 2022.pdf \(20 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject	3.3 Expenditure Report - March 2022
Meeting	May 10, 2022 - Board Meeting
Category	3. Consent Agenda
Type	Action (Consent)
Recommended Action	Recommend the Board approve the March 2022 Expenditure Report from Fulton Bank, as presented.

File Attachments
[Expenditure Report - March 2022.pdf \(162 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.4 Renewal Proposal - Assetworks**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal proposal from Assetworks for our annual fixed asset inventory process at a cost of \$3,850, a copy of which is attached.

The proposal was previously reviewed by our solicitor and no changes have been made for the renewal.

File Attachments
[Assetworks.pdf \(24,404 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.5 Renewal Agreement - Conrad Seigel**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal agreement with Conrad Seigel to provide actuarial GASB 75 valuation and related services for a total cost of \$3,675 for the 2022-2023 SY, a copy of which is attached.

The agreement was previously reviewed by our solicitor and no changes have been made for the renewal.

File Attachments
[Conrad Siegel.pdf \(1,725 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.6 Personnel Actions**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the routine terminations/resignations/retirements, nominations, and changes in status of 21CCCS staff as presented (pending satisfactory completion of pre-employment paperwork for new hires.)

New Hires/Re-Hires (1)
 Transfers/Classification Changes (0)

Leaves of Absence Requests (1)
 Additional Duties (0)
 Supplementals/Stipends (10)
 Retirements/Resignations/Terminations (2)

File Attachments

[Board Personnel Actions May 2022 REV 04.28.2022.pdf \(29 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject 3.7 Summer Seasonal Part-Time Help

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the hire of Summer/Seasonal part time help for Summer 2022.

Each summer, additional help is needed in the Warehouse to support the receiving, cleaning and re-inventory of the increased volume of returned school assets, as well as process them for shipping out to students who are enrolled for the 2022-2023 school year. For the summer of 2022, the anticipated need for support is up to 636 hours which will be spread through the weeks between June 6-August 18.

The work to be performed includes, but may not be limited to, unpacking shipments of returned assets, sorting, cleaning and prepping school assets for re-deployment. Student supplies/kits will be prepared as needed to support coursework in certain classes. In late July and August, student assets will be shipped out to students who have confirmed their enrollment/re-enrollment for the 2022-2023 school year.

Since 2014, the hourly rate has remained at \$10/hour. It is proposed that the rate be increased to \$15/hour to be competitive with other organizations in the area that also offering that same rate. The anticipated maximum wage expense at this new rate would be \$9,540.

It is proposed to recruit from 21CCCS students who can commute to the West Chester campus as well as external candidates (if needed.)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject 3.8 2022-2023 SY Benefits

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the proposed renewal rates for the 2022-2023 SY employee benefit plans.

The benefit plan renewal highlights for the 2022-2023 SY are summarized below:

- Medical/Rx will renew with existing carrier, Cigna, with no plan design change. The final 1-year renewal rate was negotiated down from 8.8% to 3%, representing an annual premium increase of \$45,493, based on current enrollment.
- Vision (Vision Benefits of America) continues into year 2 of a 2-year zero rate increase.

- Dental (United Concordia) will renew with no plan design changes, at a 0% increase for the 2022-2023 SY, with a 1-year rate guarantee.

- Ancillary insurance renewals continue into year 2 of a 2-year zero rate increase (Group Term Life with an additional rider for Accidental Death & Dismemberment, Short/Long Term Disability income protection plans.)

The plan year runs July 1, 2022 through June 30, 2023.

Greg Grimm from our insurance broker, Exude, will be attendance at the May 10, 2022, Board meeting to answer any questions.

File Attachments

[21st Century 2022 Proposal.pdf \(124 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.9 Employee Handbook 2022-2023 SY - Non Union**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the draft of the Employee Handbook for the 2022-2023 SY, for non-union, support staff positions.

Draft of the proposed changes to existing handbook language is attached, for the 2022-2023 school year.

File Attachments

[2022-2023 Employee Handbook for Non-Union Support Staff.pdf \(640 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.10 Renewal Subscription - Vector Solutions dba Scenario Learning**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal subscription with Vector Solutions dba Scenario Learning at a cost of \$1,342.19 for the 2022-2023 SY, a copy of which is attached.

Vector Solutions provides Safe Schools Training.

The subscription was previously reviewed by our solicitor and no changes have been made for the renewal.

File Attachments

[Vector Solutions dba Scenario Learning.pdf \(199 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject	3.11 Renewal Agreement - National School Applications Network (PA REAP)
Meeting	May 10, 2022 - Board Meeting
Category	3. Consent Agenda
Type	Action (Consent)
Recommended Action	Recommend the Board approve the renewal agreement with National School Applications Network (PA REAP) for a total cost of \$899 for the 2022-2023 SY, a copy of which is attached.

The agreement has been reviewed by our CEO and Business Administrator.

File Attachments

[National School Applications Network \(PA REAP\).pdf \(813 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject	3.12 Renewal Contract - Arkadas Group
Meeting	May 10, 2022 - Board Meeting
Category	3. Consent Agenda
Type	Action (Consent)
Recommended Action	Recommend the Board approve the renewal contract between 21st Century Cyber Charter School and Arkadas Group at a cost of \$575,700 for the 2022-2023 SY, a copy of which is attached.

Arkadas Group provides a marketing campaign for 21CCCS.

The contract was previously reviewed by our solicitor and no changes have been made for the renewal.

File Attachments

[Arkadas Group.pdf \(1,188 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject	3.13 Renewal Agreement - Niche.com
Meeting	May 10, 2022 - Board Meeting
Category	3. Consent Agenda
Type	Action (Consent)
Recommended Action	Recommend the Board approve the renewal agreement with Niche.com at a cost of \$24,990 for the 2022-2023 SY, a copy of which is attached.

Niche provides a digital marketing campaign to increase brand awareness, build leadership and drive traffic to 21CCCS.org through Niche.com, Google and Facebook.

The agreement was previously reviewed by our solicitor and no changes have been made for the renewal.

File Attachments
[Niche.pdf \(511 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.14 Renewal Contract - Webimax**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal contract with Webimax at a cost of \$34,500 for the 2022-2023 SY, a copy of which is attached.

Webimax is a Google based digital marketing campaign to increase brand awareness, rank on Google's first page and drive traffic to 21CCCS.org. It generates qualified leads to recruit prospective families by using data-drive strategies throughout PA.

The contract was previously reviewed by our solicitor and no changes have been made for the renewal.

File Attachments
[Webimax.pdf \(1,585 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.15 Renewal Subscription - Yext**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal subscription with Yext at a cost of \$898 for the 2022-2023 SY, a copy of which is attached.

Yext provides local SEO, listing management and over 90 directory platforms including but not limited to Apple, Apple Maps, Bing, Google Maps, Yahoo, Uber, Yellow Pages, White Pages, Yelp and Foursquare.

File Attachments
[Yext.pdf \(1,629 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.16 Contract - Berks County Intermediate Unit - Related Services**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the contract with Berks County Intermediate Unit for related services at costs compliant with industry standards for the 2022-2023 SY, a copy of which is attached.

Berks County Intermediate Unit provides related services for special education students.

The contract was previously reviewed by our solicitor and no changes have been made for the renewal.

File Attachments
[Berks County IU.pdf \(11,406 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject 3.17 Contract - Carbon Lehigh Intermediate Unit #21 - Related Services

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the contract with Carbon Lehigh Intermediate Unit #21 for related services at costs compliant with industry standards for the 2022-2023 SY, a copy of which is attached.

Carbon Lehigh Intermediate Unit #21 provides related services for special education students.

The contract was previously reviewed by our solicitor and no changes have been made for the renewal.

File Attachments
[Carbon Lehigh IU #21.pdf \(509 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject 3.18 Renewal Contract - Delta-T

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal contract with Delta-T at costs indicated below for the 2022-2023 SY, a copy of which is attached.

Delta-T provides child and family services as listed below:

Service	Fee
Standard Evaluation	\$1200
FBA with Standard Evaluation	\$450 (w/o \$1200)
Autism with Standard Evaluation	\$450 (w/o \$1200)

Executive Functioning with Standard Evaluation	\$450 (w/o \$1200)
Neuro with Standard Evaluation	\$450 (w/o \$1200)
Bilingual Eval-Spanish	\$2800
Record Review	\$450
In Person Meeting (Phone - Parent Overview is Free)	\$200

The contract was previously reviewed by our solicitor and no changes have been made for the renewal.

File Attachments
[Delta-T.pdf \(953 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.19 Renewal Agreement - Sweet, Stevens, Katz & Williams LLP**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal Agreement with Sweet, Stevens, Katz & Williams LLP as special education pool counsel at a cost of \$7,500 for the 2022-2023 SY, a copy of which is attached.

The Agreement continues to provide for telephone and email advice including participation in a pool email arrangement and access to their Special Education Resource Room, a searchable database of past pool opinions, forms, visual aids, and other useful documents.

The agreement has been reviewed by our CEO and Business Administrator.

File Attachments
[Sweet Stevens Katz & Williams.pdf \(147 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.20 Renewal Contract - Therapy Source**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal contract with Therapy Source at costs indicated below for the 2022-2023 SY, a copy of which is attached.

Therapy Source provides child and family services as listed below:

Service	Fee
Speech/Occupational/Physical Therapy (In-Person & Online)	\$82 per hour

Social Work and Counseling Services (In-Person & Online)	\$82 per hour for direct and indirect time, plus travel time
Coping Skills and Social Skills Group (Online)	\$118 per hour with 30 minutes of Prep/Planning per group
Board Certified Behavior Analyst (BCBA) (In-Person & Online)	\$95 per hour
Behavior Specialist Consultant (BSC)	\$78 per hour
School Psychology Services (In-Person & Online)	\$115 per hour
Audiology Services (In-Person & Online)	\$82 per hour
Vision, Assistive Technology, and Orientation & Mobility Services (In-Person & Online)	\$100 per hour
Reading Specialist or Reading Program (Wilson, Barton, Orton Gillingham) Services (In-Person & Online)	\$75 per hour
Executive Functioning Tutoring Services (In-Person & Online)	\$65 per hour (Certified/SpecEd Teacher)
	\$80 per hour (Social Worker)
	\$100 per hour (Masters in School Psychology)
Tutoring Services - Certified Teacher (In-Person & Online)	\$50 per hour
Personal Care/Instructional Assistant Services (In-Person & Online)	\$30 per hour

The contract has been reviewed by our CEO and Business Administrator.

File Attachments
[Therapy Source.pdf \(23,586 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.21 Renewal Contract - U.S. Healthcare Services**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal contract with U.S. Healthcare Services at costs indicated below for the 2022-2023 SY, a copy of which is attached.

U.S. Healthcare Services provides child and family services as listed below:

Service	Therapy Evaluations/Re-Evaluations Indirect Time Late/Cancel/No Show	Travel
Hearing Support	\$100 per hour	IRS Rate

Occupational Therapy	\$100 per hour	IRS Rate
Physical Therapy	\$100 per hour	IRS Rate
Psychologist	\$115 per hour	IRS Rate
Counseling	\$95 per hour	IRS Rate
Behavioral Support	\$95 per hour	IRS Rate
Tutoring	\$75 per hour	IRS Rate
Speech Therapy	\$100 per hour	IRS Rate
Personal Care Assistant	\$48 per hour	IRS Rate

The contract was previously reviewed by our solicitor and no changes have been made for the renewal.

File Attachments
[US Healthcare.pdf \(1,283 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.22 Renewal Subscription - Edmentum**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal subscription with Edmentum for a total cost of \$43,500 for the 2022-2023 SY, a copy of which is attached.

Edmentum provides diagnostic assessment for our students as well as learning paths for SpecEd and Tier 2 students.

The renewal subscription has been previously used with Study Island and reviewed by our CEO and Business Administrator.

File Attachments
[Edmentum.pdf \(164 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.23 Subscription - Formative**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the subscription with Formative for a total cost \$12,733.00 for the 2022-2023 SY, a copy of which is attached.

Formative allows teachers to create digital formative assessments, tasks, or assignments that are easily accessible from any electronic device.

The subscription's terms and conditions have been reviewed by our CEO and Business Administrator.

File Attachments

[Formative.pdf \(153 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.24 Renewal Quote - IXL Learning**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal quote with IXL Learning for a total cost of \$30,970.00 for the 2022-2023 SY, a copy of which is attached.

IXL Learning provides site licensing for 1,800 students for Math, ELA, Science, Social Studies, Spanish, and the eLearning Library.

The renewal quote has been reviewed by our CEO and Business Administrator.

File Attachments

[IXL Learning.pdf \(74 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.25 Renewal Agreement - Maxim Healthcare**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal agreement with Maxim Healthcare for costs outlined below for the 2022-2023 SY, a copy of which is attached.

Service	Rate Per Hour
BCBA	\$90
BCaBA	\$75
Behavior Tech	\$40
Counselor	\$80
LPN / LVN	\$55
Paraprofessional	\$37
PT / OT	\$75
RN	\$72
School Psychologist	\$100
SLP	\$80
SLP - CFY	\$70
SLPA	\$70
Social Worker	\$40
Special Education Teacher	\$75

The renewal agreement has been reviewed by our CEO and Business Administrator.

File Attachments
[Maxim Healthcare.pdf \(690 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.26 Renewal Subscription - McGraw Hill ALEKS**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal subscription with McGraw Hill ALEKS for a total cost of \$12,500 for the 2022-2023 SY, a copy of which is attached.

McGraw Hill ALEKS provides software to be used for math screening to help learn where students are mathematically entering high school. The renewal subscription has been reviewed internally.

File Attachments
[McGraw Hill ALEKS.pdf \(152 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.27 Renewal Subscription - Read Speaker**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal subscription with Read Speaker at a cost of \$3,960.00 for the 2022-2023 SY, a copy of which is attached.

Read Speaker provides text to speech, transcribing screen reading in Moodle and in files uploaded to Moodle.

This renewal subscription has been reviewed by our CEO and Business Administrator.

File Attachments
[Read Speaker.pdf \(87 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.28 Renewal Contract - Baxter Landscaping -Remainder of 2021-2022 SY**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal contract with Baxter Landscaping for a total cost of \$5,038.74 for the remainder of the 2021-2022 SY (April 1, 2022 through June 30, 2022), a copy of which is attached.

Brandywine Maintenance provides landscaping services for the West Chester location.

This contract has been reviewed by our CEO and Business Administrator.

File Attachments

[Baxter - April to June 2022.pdf \(1,930 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject 3.29 Renewal Contract - Baxter Landscaping - 2022-2023 SY

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal contract with Baxter Landscaping for a total cost of \$11,757.06 for the 2022-2023 SY (July 1, 2022 through January 1, 2023), a copy of which is attached.

Brandywine Maintenance provides landscaping services for the West Chester location.

This contract has been reviewed by our CEO and Business Administrator.

File Attachments

[Baxter - July 2022 to June 2023.pdf \(1,365 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject 3.30 Renewal Contract - Baxter Landscaping - Snow Removal - 2022-2023 SY

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal contract with Baxter Landscaping for snow removal for costs outlined below for the 2022-2023 SY, a copy of which is attached.

Brandywine Maintenance provides snow removal services for the West Chester location.

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal contract with Brandywine Maintenance for the 2022-2023 SY for a total cost of \$6,500 per month, plus supplies, a copy of which is attached.

Brandywine Maintenance provides janitorial services for the West Chester location.

This contract has been reviewed by our CEO and Business Administrator.

File Attachments

[Brandywine Maintenance.pdf \(168 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject 3.33 Renewal Agreement - Cooper Mechanical Services

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal agreement with Cooper Mechanical Services for the 2022-2023 SY for a total cost of \$1,350, a copy of which is attached.

Cooper Mechanical Services provides the annual inspection of the sprinkler system and backflo prevention system in the West Chester location.

This contract has been reviewed by our CEO and Business Administrator.

File Attachments

[Cooper - Mechanical.pdf \(497 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject 3.34 Renewal Agreement - Ehrlich

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal agreement with Ehrlich for the 2022-2023 SY for a total cost of \$2,262, a copy of which is attached.

Ehrlich provides pest management for the West Chester location.

This contract has been reviewed by our CEO and Business Administrator.

File Attachments

[Ehrlich.pdf \(8,876 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.35 Renewal Agreement - Keystone Fire and Security**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal agreement with Keystone Fire and Security for the 2022-2023 SY for a total cost of \$239.40, a copy of which is attached.

Keystone Fire and Security provides the annual inspection of the fire extinguishers in the West Chester location.

This contract has been reviewed by our CEO and Business Administrator.

File Attachments

[Keystone Fire and Security.pdf \(2,472 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.36 Renewal Agreement - Climatech**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal agreement with Climatech for the 2022-2023 SY for a total cost of \$17,952, a copy of which is attached.

Climatech provides HVAC maintenance for the Murrysville location.

This contract has been reviewed by our CEO and Business Administrator.

File Attachments

[Climatech.pdf \(810 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.37 Renewal Contract - ServiceMaster**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal contract with ServiceMaster for the 2022-2023 SY for a total cost of \$17,952, a copy of which is attached.

ServiceMaster provides janitorial services for the Murrysville location.

This contract has been reviewed by our CEO and Business Administrator.

File Attachments
[ServiceMaster.pdf \(1,248 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.38 Revised 2022-2023 School Calendar**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the revised 2022-2023 School Calendar, a copy of which is attached.

File Attachments
[2022-2023 Calendar - REVISED.pdf \(77 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.39 ATSI Plan**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the ATSI Plan for the 2022-2023 SY, a copy of which is attached. A copy of the Board Affirmation Statement is also attached.

File Attachments
[2022-2023 ATSI Plan.pdf \(259 KB\)](#)
[ATSI Plan - Board Affirmation Statement.pdf \(152 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.40 Renewal Subscription - Bent Creek Services**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal subscription with Bent Creek Services for the policy maintenance and administrative regulations maintenance program at a cost of \$7,503.00 (breakdown below) for the 2022-2023 SY, a copy of which is attached.

Bent Creek Services provides 21CCCS with a service that meets our specific needs. It will be a continuation of the policy and administrative regulations program originally from PSBA.

Bent Creek Description of Services	Cost
Policy Maintenance Based on \$1,250 + \$1 per student based on	\$3,753.00

PDE's Public School Enrollment Data Reports for 2021-2022	
Administrative Regulations Manual Maintenance	\$1,250.00
Administrative Regulations Manual Final Installment	\$2,500.00
TOTAL	\$7,503.00

This subscription has been reviewed by our CEO and Business Administrator and is also used by multiple Pennsylvania school districts.

File Attachments
[Bent Creek Services.pdf \(430 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.41 Renewal Quote - Diligent Corporation**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal quote from Diligent Corporation at a cost \$9,548 for the 2022-2023 SY, a copy of which is attached.

Diligent Corporation (BoardDocs) is our cloud based agenda management solution which we utilize for our board meetings.

The contract for this renewal quote was previously reviewed by our solicitor and no changes have been made for the renewal.

File Attachments
[Diligent.pdf \(99 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

Subject **3.42 Policies**

Meeting May 10, 2022 - Board Meeting

Category 3. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the policies as presented.

Deleted language is in red strikethrough and revised language is highlighted in yellow for the revised policies.

Policy #	Policy Name
2018 - UPDATED	Student Discipline
2020 - UPDATED	Student Expression/Dissemination of Materials
2027 - UPDATED	Controlled Substances/Paraphernalia
2037 - UPDATED	Electronic Devices

File Attachments

[2018-UPATED.pdf \(100 KB\)](#)
[2020-UPDATED.pdf \(159 KB\)](#)
[2027-UPDATED.pdf \(135 KB\)](#)
[2037-UPDATED.pdf \(88 KB\)](#)

These action items are routine and should not require discussion by the Board. However, if any board member wishes to discuss an item, they may request to remove it from the consent agenda.

4. New Business

Subject 4.1 Renewal Contract - Chester County Intermediate Unit - Related Services

Meeting May 10, 2022 - Board Meeting

Category 4. New Business

Type Action

Recommended Action Recommend the Board approve the renewal contract with Chester County Intermediate Unit for related services at costs compliant with industry standards for the 2022-2023 SY, a copy of which is attached.

Chester County Intermediate Unit provides related services for special education students at costs associated with the services they provide in compliance with industry standards.

This contract has previously been reviewed by our solicitor and no changes have been made since the last renewal.

Dr. George Fiore, the Executive Director of the Chester County Intermediate Unit, has recused himself from voting on this action. A copy of Dr. Fiore's Recusal Memorandum is attached.

File Attachments

[CCIU - Related Services.pdf \(482 KB\)](#)
[Recusal Memorandum - Dr. Fiore.pdf \(22 KB\)](#)

Subject 4.2 Agreement - School Operations Services Group, Inc.

Meeting May 10, 2022 - Board Meeting

Category 4. New Business

Type Action

Recommended Action Recommend the Board approve the agreement between 21CCCS and School Operations Group, Inc., who will provide a Facilities Manager for the 2022-2023 SY at the cost of no less than \$28.84 and no more than \$33.65 per hour. A copy of the agreement is attached.

This Agreement has been reviewed by our CEO and Business Administrator.

File Attachments

[SOS - Facilities Manager.pdf \(1,080 KB\)](#)

Subject 4.3 Form 990

Meeting May 10, 2022 - Board Meeting

Category 4. New Business

Type Action

Recommended Action Recommend the Board approve 21CCCS's Form 990, Return of Organization Exempt From Income Tax, a copy of which is attached.

The return was prepared by Herbein + Company, Inc. and it covers the period of July 1, 2020 through June 30, 2021. IRS Rules and Regulations require the Board to review tax returns. A e-File signature page is also attached.

File Attachments

[990.pdf \(329 KB\)](#)

[990 e-File Signature Page.pdf \(85 KB\)](#)

Subject 4.4 Designated Employees for School Gas Credit Card

Meeting May 10, 2022 - Board Meeting

Category 4. New Business

Type Action

Recommended Action Recommend the Board approve the designated employees indicated below to use the school gas credit card for testing purposes in April or May 2022.

April 2022	May 2022
Estella Greco	Estella Greco
Alex Copenhaver	Penny Bittner
Brian Donnelly	Sarah Agosta
Dana Heleniak	Maria Alexis
Erin Finnerty	Ashley Cooke
Laura Elder	Peicheng Chu
Morgan Pugh	Morgan Pugh
Aubree Furrer	Mike Meyer
Matt Smith	Jacalyn DeRita
Jiil Faunce	Judith Lion
Amber Roth	Caroline Kerestes
Angela Shookster	John Bugay
	Trisha Miller

Subject 4.5 Apple Lease

Meeting May 10, 2022 - Board Meeting

Category 4. New Business

Type Action

Recommended Action Recommend the Board approve early payoff of all active Apple Leases originating from 2020. There is no penalty for early payoff.

Lease Ref. 426-461 = \$68,023.10

Lease Ref. 426-505 = \$544,520.16

Lease Ref. 426-515 = \$235,233.02

Total. \$847,776.28

File Attachments
[Apple Invoices.pdf \(115 KB\)](#)

Subject 4.6 Confidential Settlement Agreement in Legal Matter #004-2021-2022

Meeting May 10, 2022 - Board Meeting

Category 4. New Business

Type Action

Recommended Action Recommend the Board approve Confidential Settlement Agreement in Legal Matter #004-2021-2022 as presented. A copy of the Resolution of the Board of Trustees is also attached.

File Attachments
[Resolution - 004-2021-2022.pdf \(69 KB\)](#)

Subject 4.7 2022-2023 General Final Fund Budget

Meeting May 10, 2022 - Board Meeting

Category 4. New Business

Type Action

Recommended Action Recommend the Board approve the 2022-2023 General Final Fund Budget, a copy of which is attached. This will be a roll call vote.

File Attachments
[General Final Fund Budget 2022-2023 SY.pdf \(33 KB\)](#)

Subject 4.8 Administrative Regulations

Meeting May 10, 2022 - Board Meeting

Category 4. New Business

Type Information

Administrative Regulations that have been adopted and/or updated are listed below. No action needed as this is for informational purposes only. Updated language is highlighted in yellow. A copy of each Administrative Regulation is attached.

Administrative Regulation Number	Administrative Regulation Name
3008-AR-1 - UPDATED	Employee Resignations
3035-AR-3 - UPDATED	FMLA - Employee Condition
3035-AR-4 - UPDATED	FMLA - Family Member Condition
4025-AR-1 - UPDATED	Procurement / Credit Cards
4025-AR-2 - UPDATED	Cardholder Agreement

File Attachments

3008-AR-1 - UPDATED.pdf (84 KB)
 3035-AR-3 - UPDATED.pdf (298 KB)
 3035-AR-4 - UPDATED.pdf (376 KB)
 4025-AR-1 - UPDATED.pdf (149 KB)
 4025-AR-2 - UPDATED.pdf (72 KB)

5. Board Member and Public Comment

Subject **5.1 Board Member Comment**

Meeting May 10, 2022 - Board Meeting

Category 5. Board Member and Public Comment

Type Procedural

Subject **5.2 Public Comment**

Meeting May 10, 2022 - Board Meeting

Category 5. Board Member and Public Comment

Type Procedural

6. Meeting Schedule

Subject **6.1 2022-2023 Meeting Schedule**

Meeting May 10, 2022 - Board Meeting

Category 6. Meeting Schedule

Type Information

The schedule below reflects the Board Meetings for the 2022-2023 School Year. Separate calendar invites will be sent for the Board Meeting at 1:00 p.m. and the Executive Session at 12:30 p.m.

Board Meetings - 1:00 p.m.

August 9, 2022
 September 13, 2022
 October 11, 2022
 November 8 2022
 December 13, 2022
 January 10, 2023
 February 14, 2023
 March 14, 2023
 April 11, 2023
 May 9, 2023

The Board Meetings will be held the second Tuesday of every month from August through May. There will be no Board Meetings in June or July.

7. Adjournment

Subject **7.1 Adjournment**

Meeting May 10, 2022 - Board Meeting

Category 7. Adjournment

Type Action

Recommended Action Recommend the Board adjourn the Board Meeting.