



**Tuesday, September 13, 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 Sep 13, 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 Sep 13, 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 Sep 13, 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 Sep 13, 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 Sep 13, 2022 - Board Meeting

Category 1. Meeting Opening

Type Report

AP School Summary

42 students took a total of 61 AP exams. A 3 or higher was earned on 84% of the tests.

Back to School Night

21CCCS held their Virtual Back to School Night on Monday, August 22, 2022. Students and parents had an opportunity to meet their academic advisors and teachers. During the hour, they became familiar with the Virtual Office, met classmates, and were given an overview of what to expect at Orientation and the beginning of the year. We were pleased that 341 students and parents attended.

Summer School

21CCCS provided summer school courses to students and school districts throughout the Commonwealth of Pennsylvania. This year we offered 30 original credit courses and 21 credit recovery courses. Along with the high school offerings, 21CCCS offered 12 course recovery courses for middle school students. Total enrollment was 415 seats for 239 students. 68% or 283 seats earned a passing grade this year. There was a continued focus on students who were credit deficient. Following summer school, 26 seniors earned enough credits to meet graduation requirements.

2022-2023 Enrollment Data

For 2022-2023, 1,231 students started on the 1st day of school, 353 less (-22%) students than 2021-2022.

22-23 Re-Enrolls= 1,086

21-22 Re-Enrolls= 1,318

20-21 Re-Enrolls= 1,237

22-23 New= 145

21-22 New= 266

20-21 New/RO=687

Student Recognition

Ariel (12th Grade) has been awarded the National African American Recognition Award through the College Board National Recognition Program due to her academic achievements in school and outstanding performance on her PSAT/NMSQT and AP Exams.

Special Education Count as of August 31, 2022**Students with IEP/GIEP/504 Service Agreements:**

Grade	Total Students	IEP	GIEP	504	Total IEP, GIEP, 504
6	35	4	1	1	6
7	78	16	2	1	19
8	163	25	5	4	34
9	239	37	4	18	59
10	222	47	2	18	67

11	239	55	1	27	83
12	229	37	9	24	70
Total	1,205	221 18%	24 2%	93 8%	338 28%

Students Receiving Related Services:

Speech and Language	28
Group Social Skills Class with Counselor	58
Group Coping Skills Class with Therapist	52
Individual Counseling (including a Psychologist)	33
Executive Functioning Counseling	3
Occupational Therapy	13
Physical Therapy	0
Reading Instruction by Reading Therapist	1
Teacher of the Visually Impaired	1
Teacher of the Deaf and Hard of Hearing	1
Tutor	0
PCA	8
* 119 students with RS out of 245 students with IEPs/GIEPs = 48.6%	
* 119 of IEP students with RS there are 198 services per student on average = 1.67 services per student	
* 198 total services rendered out of the 245 students with IEP/GIEPS = 80.8%	
TOTAL:	198
*Related Services do not include newly enrolled students.	

2. Organization of Board of Trustees

Subject 2.1 Renewal of Term for Board Members

Meeting Sep 13, 2022 - Board Meeting

Category 2. Organization of Board of Trustees

Type Action

Recommended Action Recommend the Board approve the following Board Members and their terms.

Mr. Peter Mango, will renew his 3 year term ending September 2022. Mr. Mango entered his current term in September 2019 and will now renew through September 2025.

Dr. Dusty Blakey, Superintendent of Kennett Consolidated Area School District will renew his 3 year term ending September 2022. Dr. Blakey entered his current term in September 2021 and will now renew through September 2025.

<u>Office</u>	<u>Board Member</u>	<u>Term</u>
Local Business Representative Board Chairperson	Peter Mango	September 2022 through September 2025
Chester County, Seat 2	Dr. Dusty Blakey	September 2022 through September 2025

Subject 2.2 Organization of the Board - Nominate a New Substitute Board Secretary

Meeting Sep 13, 2022 - Board Meeting

Category 2. Organization of Board of Trustees

Type Action

Recommended Action Recommend the Board nominate Karis Lane as the new Substitute Board Secretary. Karis Lane will replace Blair Christo as the Substitute Board Secretary.

As directed by the 21st Century Cyber Charter School Bylaws, Officers shall be elected at the annual meeting, Article VII, Section 3, "Officers shall be elected annually for terms of one year by the Board of Trustees of 21st." "The officers shall be installed immediately after their election at the initial meeting of the Board of Trustees and during annual meetings thereafter." Article VI, Section 2, "Unless otherwise arranged, the annual meeting shall be held in January."

Subject 2.3 Organization of the Board - Elect a New Substitute Board Secretary

Meeting Sep 13, 2022 - Board Meeting

Category 2. Organization of Board of Trustees

Type Action

Recommended Action Recommend the Board elect Karis Lane as the new Substitute Board Secretary.

Subject 2.4 Oath of Office

Meeting Sep 13, 2022 - Board Meeting
 Category 2. Organization of Board of Trustees
 Type Procedural
 The Oath will be administered to:

Peter Mango	Renewing His Term
Dr. Dusty Blakey	Renewing His Term
Dr. George Fiore	Hearing Officer (All Board Members were approved as hearing officers at the August 9, 2022 Board Meeting. Dr. Fiore was not present at that time to be sworn in.
Dr. Alan Fegley	Hearing Officer (All Board Members were approved as hearing officers at the August 9, 2022 Board Meeting. Dr. Fegley was not present at that time to be sworn in.
Karis Lane	Substitute Board Secretary

3. Approval of Minutes

Subject 3.1 Approval of August 9, 2022 Minutes
 Meeting Sep 13, 2022 - Board Meeting
 Category 3. Approval of Minutes
 Type Action
 Recommended Action Recommend the Board approve the Minutes of the August 9, 2022 Board Meeting as presented.

File Attachments
[August 9, 2022 Board Meeting Minutes.pdf \(743 KB\)](#)

4. Consent Agenda

Subject 4.1 Review of Consent Agenda Items
 Meeting Sep 13, 2022 - Board Meeting
 Category 4. Consent Agenda
 Type Action (Consent)
 Recommended Action Recommend the Board approve the Consent Agenda items.

The Consent Agenda Items (Listed by Department) Include:

Human Resources

- 4.2 Personnel Actions
- 4.3 Renewal Contract - Allegheny IU - PA Educator
- 4.4 Renewal Agreement - Lebanon Lancaster IU 13

Technology / ISD

4.5 Renewal Subscription - Learning Pool

Board / School / Family Communication

- 4.6 2021-2022 Annual Report and Affirmation Statement
- 4.7 Resolution - Truancy Officers
- 4.8 School Trip - Arnold's Go Karts
- 4.9 School Trip - Carnegie Science Center
- 4.10 School Trip - Cherry Crest Farm
- 4.11 School Trip - Hawk Mountain
- 4.12 School Trip - Hawk Rock Overlook and Cove Mountain
- 4.13 School Trip - Penn's Cave
- 4.14 School Trip - Rothrock State Forest
- 4.15 School Trip - Valley Forge National Park
- 4.16 Renewal Agreements - Picaboo - HS and MS Yearbooks
- 4.17 Project "Go" School Attendance Support

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 4.2 Personnel Actions

Meeting Sep 13, 2022 - Board Meeting

Category 4. 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 (10)

Transfers/Classification Changes (14)

Leaves of Absence Requests (1)

Additional Duties (1)

Supplementals/Stipends (5)

Retirements/Resignations/Terminations (6)

File Attachments

[Board Personnel Actions Sept 2022 REV 9.8.22.pdf \(43 KB\)](#)

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 4.3 Renewal Contract - Allegheny IU - PA Educator

Meeting Sep 13, 2022 - Board Meeting

Category 4. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal contract with Allegheny IU (PA Educator) at a cost of \$1,500 for the 2022-2023 SY, a copy of which is attached.

Allegheny IU will be launching a new and improved website for their PAEducator job board. The annual subscription/service remains unchanged from prior years. 21CCCS continues to utilize this job board, in conjunction with

PAReap, to support recruitment on the western side of the state.

This renewal has been reviewed by our CEO and HR Director.

File Attachments
[Allegheny IU - PA Educator.pdf \(3,357 KB\)](#)

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 4.4 Renewal Agreement - Lancaster Lebanon IU 13

Meeting Sep 13, 2022 - Board Meeting

Category 4. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal contract with Lancaster Lebanon IU 13 at a cost of \$125, plus \$5 per candidate up to 25 vacancies, for the 2022-2023 SY, a copy of which is attached.

At the present time, 21CCCS has been utilizing the electronic processing of Act 168 disclosure forms through the Lancaster Lebanon IU for all new hires. This service will be discontinued at the completion of the Frontline Recruit & Hire implementation process and the electronic tracking and verification of Act 168 forms will transition to the Frontline platform.

This renewal has been reviewed by our CEO and HR Director.

File Attachments
[Lancaster Lebanon IU13.pdf \(598 KB\)](#)

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 4.5 Renewal Subscription - Learning Pool

Meeting Sep 13, 2022 - Board Meeting

Category 4. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal subscription with Learning Pool at a cost of \$102,097 for the 2022-2023 SY, a copy of which is attached.

Learning Pool, formerly Remote Learner, is the hosting and support company for the 21CCCS Moodle LMS.

This renewal has been reviewed by our CEO and Director of Curriculum, Instruction & Assessment as it was previously reviewed by the solicitor and no changes have been made.

File Attachments
[Learning Pool.pdf \(374 KB\)](#)

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	4.6 2021-2022 Annual Report and Affirmation Statement
Meeting	Sep 13, 2022 - Board Meeting
Category	4. Consent Agenda
Type	Action (Consent)
Recommended Action	Recommend the Board approve the 2021-2022 Annual Report and Affirmation Statement, a copy of which is attached.
The 2021-2022 Annual Report needs to be submitted to the PA Department of Education with the signed Affirmation Statement.	

File Attachments

[Board Affirmation Statement.pdf \(204 KB\)](#)
[2021-2022 Annual Report.pdf \(114 KB\)](#)

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	4.7 Resolution - Truancy Officers
Meeting	Sep 13, 2022 - Board Meeting
Category	4. Consent Agenda
Type	Action (Consent)
Recommended Action	Recommend the Board approve the Resolution and letter designating Truancy Officers, a copy of which is attached.

File Attachments

[2022-2023 SY - Truancy Officer Resolution.pdf \(19 KB\)](#)
[Designated Truancy Officers Letter.pdf \(63 KB\)](#)

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	4.8 School Trip - Arnold's Go Karts
Meeting	Sep 13, 2022 - Board Meeting
Category	4. Consent Agenda
Type	Action (Consent)
Recommended Action	Requesting approval for a student trip to Arnold's Go Karts during the 2022-2023 school year. Permission slips will be required, and 21CCCS staff will chaperone.

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	4.9 School Trip - Carnegie Science Center
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Meeting Sep 13, 2022 - Board Meeting

Category 4. Consent Agenda

Type Action (Consent)

Recommended Action Requesting approval for a student trip to Carnegie Science Center during the 2022-2023 school year. Permission slips will be required, and 21CCCS staff will chaperone

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 4.10 School Trip - Cherry Crest Farm

Meeting Sep 13, 2022 - Board Meeting

Category 4. Consent Agenda

Type Action (Consent)

Recommended Action Requesting approval for a student trip to Cherry Crest Farm during the 2022-2023 school year. Permission slips will be required, and 21CCCS staff will chaperone.

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 4.11 School Trip - Hawk Mountain

Meeting Sep 13, 2022 - Board Meeting

Category 4. Consent Agenda

Type Action (Consent)

Recommended Action Requesting approval for a student trip to Hawk Mountain during the 2022-2023 school year. Permission slips will be required, and 21CCCS staff will chaperone.

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 4.12 School Trip - Hawk Rock Overlook and Cove Mountain

Meeting Sep 13, 2022 - Board Meeting

Category 4. Consent Agenda

Type Action (Consent)

Recommended Action Requesting approval for a student trip to Hawk Rock Overlook and Cove Mountain during the 2022-2023 school year. Permission slips will be required, and 21CCCS staff will chaperone.

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 4.13 School Trip - Penn's Cave

Meeting Sep 13, 2022 - Board Meeting

Category 4. Consent Agenda

Type Action (Consent)

Recommended Action Requesting approval for a student trip to Penn's Cave during the 2022-2023 school year. Permission slips will be required, and 21CCCS staff will chaperone.

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 4.14 School Trip - Rothrock State Forest

Meeting Sep 13, 2022 - Board Meeting

Category 4. Consent Agenda

Type Action (Consent)

Recommended Action Requesting approval for a student trip to Rothrock State Forest during the 2022-2023 school year. Permission slips will be required, and 21CCCS staff will chaperone.

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 4.15 School Trip - Valley Forge National Park

Meeting Sep 13, 2022 - Board Meeting

Category 4. Consent Agenda

Type Action (Consent)

Recommended Action Requesting approval for a student trip to the Valley Forge National Park during the 2022-2023 school year. Permission slips will be required, and 21CCCS staff will chaperone.

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 4.16 Renewal Agreements - Picaboo - HS and MS Yearbooks

Meeting Sep 13, 2022 - Board Meeting

Category 4. Consent Agenda

Type Action (Consent)

Recommended Action Recommend the Board approve the renewal agreements with Picaboo for the 2022-2023 high school and middle school yearbooks in the amount of approximately \$17.52 per yearbook, depending on page count, copies of which are attached.

These renewal agreements have been reviewed by our CEO and Assistant Principal.

File Attachments

[Picaboo - HS Yearbooks.pdf \(640 KB\)](#)

[Picaboo - MS Yearbooks.pdf \(638 KB\)](#)

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 4.17 Project "Go" School Attendance Support

Meeting	Sep 13, 2022 - Board Meeting
Category	4. Consent Agenda
Type	Action (Consent)
Recommended Action	Recommend the Board approve the Project "Go" School Attendance Support Memorandum of Understanding for the 2022-2023 SY, a copy of which is attached.

This provides truancy prevention/intervention services for students currently in need of additional school attendance support in Philadelphia County.

This renewal has been reviewed by our CEO and Assistant Principal as it was previously reviewed by the solicitor and no changes have been made.

File Attachments
[Project Go MOU.pdf \(181 KB\)](#)

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.

5. New Business

Subject	5.1 Ready to Learn Grant
Meeting	Sep 13, 2022 - Board Meeting
Category	5. New Business
Type	Action
Recommended Action	Recommend the Board approve the application of the Ready to Learn Grant's funds in the amount of \$25,746 toward funding students in our dual enrollment program.

21CCCS is eligible to receive funding for the 2022-2023 Ready to Learn Grant. The eligible amount for the 2022-2023 school year is \$25,746. Administration has applied to receive the eligible funds in the amount of \$25,746. These funds will be used to support funding students in our dual enrollment program. It has been confirmed by James Towse, from PDE, on August 11, 2022 that these funds may be used to support our dual enrollment program under section (n), **"Establishing, maintaining, or expanding programs to strengthen high school curricula by providing college and career programs..."** funding guidelines.

Subject	5.2 Quote - RPC Video - Announcement and Sound Masking System - Murrysville
Meeting	Sep 13, 2022 - Board Meeting
Category	5. New Business
Type	Action
Recommended Action	Recommend the Board approve the use of Committed Fund Balance - Technology Initiatives for the purchase of an announcement and sound masking system in the Murrysville location in the amount of \$16,848. A copy of the quote is attached.

This quote has been reviewed by our CEO and IT Director.

File Attachments
[RPC Video.pdf \(173 KB\)](#)

6. Policies / Administrative Regulations

Subject 6.1 Policies

Meeting Sep 13, 2022 - Board Meeting

Category 6. Policies / Administrative Regulations

Type Action

Recommended Action Recommend the Board approve the below revised policy, a copy of which is attached. Revised/Added language is highlighted in yellow. Red strikethrough indicates deleted language.

This new revised policy has been provided by PSBA/Bent Creek and reviewed by their legal team prior to our administrative review.

Policy Number	Policy Name
7013	Non-School Organizations / Groups / Individuals - REVISED

File Attachments
[7013 REVISED.pdf \(77 KB\)](#)

Subject 6.2 Administrative Regulations

Meeting Sep 13, 2022 - Board Meeting

Category 6. Policies / Administrative Regulations

Type Information

Administrative Regulations that have been revised and/or retired are listed below and a copy of each is attached. No action needed as this is for informational purposes only.

Deleted Language: ~~Red Strikethrough~~
 Added Language: **Yellow Highlight**

Administrative Regulation Number	Administrative Regulation Name
1000-AR-1	Comprehensive Planning
1038-AR-7	State Required Reclassification, Monitoring and Re-Designation of English Learners
2004-AR-2	1st Unexcused Absence
2004-AR-3	2nd Unexcused Absence
2004-AR-4	3rd Unexcused Absence
5005-AR-6	Emergency Preparedness, Required Drills and Assessments

The following administrative regulations have been retired due to the revisions in Policy 7013.

Administrative Regulation Number	Administrative Regulation Name
7013-AR-1	Distribution / Posting of Non-School Materials by Non-School Organizations / Groups / Individuals
7013-AR-2	Non-School Materials Distribution / Posting Request Form

File Attachments

[1000-AR-1.pdf \(92 KB\)](#)
[1038-AR-7.pdf \(1,234 KB\)](#)
[2004-AR-2.pdf \(72 KB\)](#)
[2004-AR-3.pdf \(71 KB\)](#)
[2004-AR-4.pdf \(73 KB\)](#)
[5005-AR-6.pdf \(104 KB\)](#)
[7013-AR-1 RETIRED.pdf \(88 KB\)](#)
[7013-AR-2 RETIRED.pdf \(107 KB\)](#)

7. Board Member Comment

Subject **7.1 Board Member Comment**
Meeting Sep 13, 2022 - Board Meeting
Category 7. Board Member Comment
Type Procedural

8. Public Comment

Subject **8.1 Public Comment**
Meeting Sep 13, 2022 - Board Meeting
Category 8. Public Comment
Type Procedural

Our Administrative Regulation 7003-AR-1 (Public Participation in Board Meetings) is below:

Guidelines

Whenever issues identified by a public participant are subject to remediation under policies and procedures of the Board, they shall be dealt with in accordance with those policies and procedures and the organizational structure of the Charter School.

Participants must be recognized by the presiding officer and must preface their comments by an announcement of their name, address, and group affiliation if applicable.

Each statement made by a participant shall be limited to 3 minutes duration.

No participant may speak more than once on the same topic, unless all others who wish to speak on that topic have been heard.

All statements shall be directed to the presiding officer; no participant may address or question Trustees individually.

The presiding officer may:

1. Interrupt or terminate a public participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or not subject to official action or deliberation by the Board.
2. Request any individual to leave the meeting when that person does not observe reasonable decorum.
3. Request the assistance of law enforcement officers to remove a disorderly person when his/her conduct interferes with the orderly progress of the meeting.
4. Call a recess or adjourn to another time when the lack of public decorum interferes with the orderly conduct of the meeting

The portion of the meeting during which the public is invited to speak may be limited to 30 minutes.

Electronic recording devices and cameras, in addition to those used as official recording devices, shall be permitted at public meetings under guidelines established and posted by the Board.

No placards or banners will be permitted within the meeting room.

The meeting agenda and all pertinent public documents shall be available to the public at the meetings.

9. Meeting Schedule

Subject 9.1 2022-2023 Meeting Schedule

Meeting Sep 13, 2022 - Board Meeting

Category 9. Meeting Schedule

Type Information

The schedule below reflects the remaining Board Meetings for the 2022-2023 School Year:

Board Meetings - 1:00 p.m.

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 at 1:00 p.m. at 1245 Wrights Lane, West Chester, PA 19380. There will be no Board Meetings in June or July.

10. Adjournment

Subject 10.1 Adjournment

Meeting Sep 13, 2022 - Board Meeting

Category 10. Adjournment

Type Action

Recommended Action Recommend the Board adjourn the Board Meeting.