



**INSIGHT PA**  
CYBER CHARTER SCHOOL

POWERED BY K12

## Tuesday, October 25, 2022 Board Meeting

### Insight PA Cyber Charter School Board of Trustees

7:00 pm

Location: Zoom

<https://zoom.us/j/2072011459>

One tap mobile

+19292056099,,2072011459#

## 1. Preliminary

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<b>Subject</b>	<b>A. Call to Order</b>
Meeting	Oct 25, 2022 - Board Meeting
Category	1. Preliminary
Access	Public
Type	Procedural

<b>Subject</b>	<b>B. Roll Call</b>
Meeting	Oct 25, 2022 - Board Meeting
Category	1. Preliminary
Access	Public
Type	Procedural

### Board Members

Alice Solomon, President  
 Christopher Rossi, Vice President  
 Lowell Thomas, Esq, Treasurer  
 Edward Knittel, Secretary  
 Michael Adler, Esq, Member  
 Dr. Katie McGeehan, Member  
 Courtney Jackson, Member

<b>Subject</b>	<b>C. Mission and Vision</b>
Meeting	Oct 25, 2022 - Board Meeting
Category	1. Preliminary
Access	Public
Type	Information

Mission: Enable, inspire, and prepare students to achieve the highest levels of academic standards so they make a powerful contribution in their communities.

Vision: Ignite a desire for learning in every student and nurture them to understand their goals and create a clear path to achieve them.

## 2. Communications

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**Subject A. Executive Sessions**

Meeting Oct 25, 2022 - Board Meeting

Category 2. Communications

Access Public

Type Procedural

The Board did not hold any Executive Sessions in the month of September.

**Subject B. General Public Comment**

Meeting Oct 25, 2022 - Board Meeting

Category 2. Communications

Access Public

Type Procedural

**Public Comment Guidelines**

Insight PA Cyber Charter School welcomes your participation at the School’s Board meetings. The purpose of a public meeting of the Board of Trustees is to conduct the affairs of the School in public. We are pleased that you are in attendance and hope that you will attend Board meetings often. Your participation assures us of continuing community interest in our School.

To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided.

1. The Public Comment section at the start of the meeting is set aside to make comment on items that are not specifically on the agenda. Individual public comment is limited to three (3) minutes. The Board may decide to limit the overall public comment and make an announcement at the meeting if it decides to do so.
2. With regards to an item on the agenda, public comment, up to three (3) minutes each, may be made when the Board discusses that item.
3. When addressing the Board, speakers are requested to state their name and full address and adhere to the time limits set forth.

Executive Content

The content in the "Public" section above does not need to be read at the meeting. It's shared in that section so the public that views the agenda can read it. Any public can be directed to that content.

\*-Board President check for Public Comment.

**Subject C. Approval of the September 2022 Board Minutes**

Meeting Oct 25, 2022 - Board Meeting

Category 2. Communications

Access Public

Type Action, Minutes

Recommended Action Motion to approve the September Board Minutes

Minutes [View Minutes](#) for Sep 27, 2022 - September 27th, Board Meeting

Board Member	Motion	Second	Board Comment	Public Comment	Aye	No	Abs
Mrs. Alice Solomon, President							
Mr. Christopher Rossi, Vice President							
Mr. Lowell Thomas, Treasurer							

Mr. Edward Knittel, Secretary							
Mr. Michael Adler							
Dr. Katie McGeehan							
Ms. Courtney Jackson							

### 3. Reporting

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<b>Subject</b>	<b>A. CEO Report</b>
Meeting	Oct 25, 2022 - Board Meeting
Category	3. Reporting
Access	Public
Type	Discussion

#### CEO Report

- Review of Academic and Finance Committee Meetings
- Confirmation of resignation of Courtney Jackson
- Communications/Events Report
- Action Items Summary
- Next Board of Trustees Meeting- November 22nd, 2022

#### File Attachments

- FINAL CEO October 2022 (3) (2).pptx (650 KB)
- Sept-Nov Events Report.pdf (124 KB)

<b>Subject</b>	<b>B. COO/CFO Report</b>
Meeting	Oct 25, 2022 - Board Meeting
Category	3. Reporting
Access	Public
Type	Discussion

#### COO/CFO Report:

1. Health Insurance presentation and 2023 rate information
2. 2022-2023 Revised Budget presentation and information from Kevin Corcoran, Charter Choices
3. September financial report from Kevin Corcoran, Charter Choices
4. Credit Card policy update
5. Tuition reimbursement policy update

#### File Attachments

- Core Financials thru SEP 2022 v2.pdf (1,621 KB)
- DRAFT\_Revised Budget OCT 22 v7.xlsx (92 KB)
- Policy Updates Memo and Drafts of Policies 10252022.pdf (583 KB)
- Health Insurance Memo and Proposal for 2023 10212022.pdf (798 KB)

## 4. Action Items

### Subject **A. September Financials**

Meeting Oct 25, 2022 - Board Meeting

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve the September Financials

Board Member	Motion	Second	Board Comment	Public Comment	Aye	No	Abs
Mrs. Alice Solomon, President							
Mr. Christopher Rossi, Vice President							
Mr. Lowell Thomas, Treasurer							
Mr. Edward Knittel, Secretary							
Mr. Michael Adler							
Dr. Katie McGeehan							
Ms. Courtney Jackson							

File Attachments  
[Core Financials thru SEP 2022 v2.pdf \(1,621 KB\)](#)

### Subject **B. Policy Updates**

Meeting Oct 25, 2022 - Board Meeting

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve the updated Credit Card and Tuition Reimbursement policies.

Board Member	Motion	Second	Board Comment	Public Comment	Aye	No	Abs
Mrs. Alice Solomon, President							
Mr. Christopher Rossi, Vice President							
Mr. Lowell Thomas, Treasurer							
Mr. Edward Knittel, Secretary							
Mr. Michael Adler							
Dr. Katie McGeehan							
Ms. Courtney Jackson							

File Attachments  
[Policy Updates Memo and Drafts of Policies 10252022.pdf \(583 KB\)](#)

### Subject **C. Employee Roster as of 10.21.22**

Meeting Oct 25, 2022 - Board Meeting

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve the Employee Roster as of 10.21.22

Board Member	Motion	Second	Board Comment	Public Comment	Aye	No	Abs
Mrs. Alice Solomon, President							
Mr. Christopher Rossi, Vice President							
Mr. Lowell Thomas, Treasurer							
Mr. Edward Knittel, Secretary							
Mr. Michael Adler							
Dr. Katie McGeehan							
Ms. Courtney Jackson							

File Attachments  
[Staff List 10.21.2022.pdf \(208 KB\)](#)

**Subject D. Job Descriptions**

Meeting Oct 25, 2022 - Board Meeting

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve the Job Descriptions

Board Member	Motion	Second	Board Comment	Public Comment	Aye	No	Abs
Mrs. Alice Solomon, President							
Mr. Christopher Rossi, Vice President							
Mr. Lowell Thomas, Treasurer							
Mr. Edward Knittel, Secretary							
Mr. Michael Adler							
Dr. Katie McGeehan							
Ms. Courtney Jackson							

File Attachments  
[Driver-JD.pdf \(71 KB\)](#)  
[Instructional Data Coach-JD.pdf \(230 KB\)](#)  
[Personal Care Assistant-JD.pdf \(76 KB\)](#)

**Subject E. Health and Safety Plan**

Meeting Oct 25, 2022 - Board Meeting

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve the Health and Safety Plan

Board Member	Motion	Second	Board Comment	Public Comment	Aye	No	Abs
Mrs. Alice Solomon, President							
Mr. Christopher Rossi, Vice President							
Mr. Lowell Thomas, Treasurer							
Mr. Edward Knittel, Secretary							
Mr. Michael Adler							
Dr. Katie McGeehan							
Ms. Courtney Jackson							

File Attachments  
[Insight PA\\_Health And Safety Plan 2022.pdf \(208 KB\)](#)

**Subject F. Health Benefits**

Meeting Oct 25, 2022 - Board Meeting

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve the medical insurance plan as shown in the broker presentation, to approve a change in dental insurance providers to Delta Dental PPO, and to approve an increase in the HRA to cover an employee’s full deductible.

Board Member	Motion	Second	Board Comment	Public Comment	Aye	No	Abs
Mrs. Alice Solomon, President							
Mr. Christopher Rossi, Vice President							
Mr. Lowell Thomas, Treasurer							
Mr. Edward Knittel, Secretary							
Mr. Michael Adler							
Dr. Katie McGeehan							
Ms. Courtney Jackson							

File Attachments  
[Health Insurance Memo and Proposal for 2023 10212022.pdf \(798 KB\)](#)

**Subject G. Special Education Settlement**

Meeting Oct 25, 2022 - Board Meeting

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve the proposed Special Education Settlement.

Board Member	Motion	Second	Board Comment	Public Comment	Aye	No	Abs
Mrs. Alice Solomon, President							
Mr. Christopher Rossi, Vice President							
Mr. Lowell Thomas, Treasurer							

Mr. Edward Knittel, Secretary							
Mr. Michael Adler							
Dr. Katie McGeehan							
Ms. Courtney Jackson							

**Subject H. Board Member Resignation**

Meeting Oct 25, 2022 - Board Meeting

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to accept the resignation of Courtney Jackson, Board member. We thank Courtney for her service.

Board Member	Motion	Second	Board Comment	Public Comment	Aye	No	Abs
Mrs. Alice Solomon, President							
Mr. Christopher Rossi, Vice President							
Mr. Lowell Thomas, Treasurer							
Mr. Edward Knittel, Secretary							
Mr. Michael Adler							
Dr. Katie McGeehan							
Ms. Courtney Jackson							

File Attachments <a href="#">Courtney Jackson Resignation Letter.docx (13 KB)</a>
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**5. Announcements**

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**Subject A. Next Board Meeting - November 22nd, 2022 at 7:00pm**

Meeting Oct 25, 2022 - Board Meeting

Category 5. Announcements

Access Public

Type Information

Next Board Meeting - November 22nd, 2022 at 7:00pm

**6. Adjournment**

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**Subject A. Meeting Adjournment**

Meeting Oct 25, 2022 - Board Meeting

Category 6. Adjournment

Access Public

Type Procedural

Board Member	Motion	Second	Board Comment	Public Comment	Aye	No	Abs
Mr. Michael Adler, President							
Mrs. Alice Solomon, Vice President							

Mr. Lowell Thomas, Treasurer							
Mr. Christopher Rossi, Secretary							
Dr. Katie McGeehan							
Mr. Ed Knittel							