



INSIGHT PA
CYBER CHARTER SCHOOL

POWERED BY K12

Tuesday, June 23, 2020 Regular Board Meeting

Insight PA Cyber Charter School Board of Trustees

7:00 pm

Location: Blackboard Collaborate On-Line meeting link-

<https://sas.illuminate.com/m.jnlp?password=M.AC88147EEC302ECBA7F9AA835C5F37&sid=559>

1. Preliminary

Subject **A. Call to Order**

Meeting Jun 23, 2020 - Regular Board Meeting

Category 1. Preliminary

Access Public

Type Procedural

Subject **B. Roll Call**

Meeting Jun 23, 2020 - Regular Board Meeting

Category 1. Preliminary

Access Public

Type Procedural

| Board Member | Present | Absent |
|------------------------------------|----------------|---------------|
| Mr. Michael Adler, President | | |
| Ms. Diana Moninger, Vice President | | |
| Ms. Aviva Moore, Treasurer | | |
| Mr. Lowell Thomas | | |
| Mr. Christopher Rossi | | |
| Mrs. Alice Solomon | | |

2. Communications

Subject **A. Executive Sessions**

Meeting Jun 23, 2020 - Regular Board Meeting

Category 2. Communications

Access Public

Type Procedural

The board did hold an executive session on 6/23/2020 at 6:30pm to discuss a confidential settlement agreement.

Subject **B. General Public Comment**

Meeting Jun 23, 2020 - Regular 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.

Subject C. Approval of Board Minutes

Meeting Jun 23, 2020 - Regular Board Meeting

Category 2. Communications

Access Public

Type Action, Minutes

Recommended Action Motion to approve board minutes

Minutes [View Minutes](#) for May 19, 2020 - Regular Board Meeting

Motion & Voting

Motion to approve board minutes

Motion by Chris Rossi, second by Katie McGeehan.

Final Resolution: Motion Carries

Aye: Aviva Moore, Diana Moninger, Lowell L Thomas, Michael Adler, Chris Rossi, Alice Solomon, Katie McGeehan

3. Reporting

Subject A. CEO Report

Meeting Jun 23, 2020 - Regular Board Meeting

Category 3. Reporting

Access Public

Type Information, Reports

File Attachments
[CEO presentation 6.23.pdf \(321 KB\)](#)

Subject **B. CFO Report**

Meeting Jun 23, 2020 - Regular Board Meeting

Category 3. Reporting

Access Public

Type Reports

File Attachments
[Roster as of 5-31-20 Book.pdf \(157 KB\)](#)
[ISPA FY20 May Financials.pdf \(558 KB\)](#)
[ISPA Final Proposed Budget Presentation 6-23-20.pdf \(475 KB\)](#)

Administrative File Attachments
[ISPA FY21 Budget Detail and Support \(6-15-20\).xls \(1,111 KB\)](#)

Executive File Attachments
[ISPA actual versus budget May 2020\) - Board MM.xlsx \(548 KB\)](#)

Subject **C. Executive Director Report**

Meeting Jun 23, 2020 - Regular Board Meeting

Category 3. Reporting

Access Public

Type Information, Reports

File Attachments
[Executive Director Report- Final.pdf \(1,636 KB\)](#)

Administrative File Attachments
[Demographic Slides for June 2020 Board Meeting.pdf \(281 KB\)](#)

4. Action Items

Subject **A. Fund Balance Resolution**

Meeting Jun 23, 2020 - Regular Board Meeting

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve the fund balance resolution.

| Board Member | Motion | Second | Board Comment | Public Comment | Aye | No | Abs |
|------------------------------------|--------|--------|---------------|----------------|-----|----|-----|
| Mr. Michael Adler, President | | | | | | | |
| Ms. Diana Moninger, Vice President | | | | | | | |
| Ms. Aviva Moore, Treasurer | | | | | | | |
| Mr. Lowell Thomas | | | | | | | |
| Mr. Christopher Rossi | | | | | | | |
| Mrs. Alice Solomon | | | | | | | |
| Dr. Katie McGeehan | | | | | | | |

File Attachments
[Fund Balance Resolution and Exec Summary - June 2020.pdf \(45 KB\)](#)

Executive File Attachments
[ISPA_TestingCommittedFunds_Jun2020.pdf \(134 KB\)](#)

Motion & Voting

Motion to approve the fund balance resolution.

Motion by Michael Adler, second by Chris Rossi.

Final Resolution: Motion Carries

Aye: Aviva Moore, Diana Moninger, Lowell L Thomas, Michael Adler, Chris Rossi, Alice Solomon, Katie McGeehan

Subject **B. 2020/2021 Bylaws**

Meeting Jun 23, 2020 - Regular Board Meeting

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve 2020/2021 Board of Trustees Bylaws.

| Board Member | Motion | Second | Board Comment | Public Comment | Aye | No | Abs |
|------------------------------------|--------|--------|---------------|----------------|-----|----|-----|
| Mr. Michael Adler, President | | | | | | | |
| Ms. Diana Moninger, Vice President | | | | | | | |
| Ms. Aviva Moore, Treasurer | | | | | | | |
| Mr. Lowell Thomas | | | | | | | |
| Mr. Christopher Rossi | | | | | | | |
| Mrs. Alice Solomon | | | | | | | |
| Dr. Katie McGeehan | | | | | | | |

File Attachments
[Insight PA Amended and Restated Bylaws_revisions 2020.pdf \(229 KB\)](#)

Admin Content

There was only one small change to this policy.

The annual meeting was moved from June to November.

Motion & Voting

Motion to approve 2020/2021 Board of Trustees Bylaws.

Motion by Diana Moninger, second by Lowell L Thomas.

Final Resolution: Motion Carries

Aye: Aviva Moore, Diana Moninger, Lowell L Thomas, Michael Adler, Chris Rossi, Alice Solomon, Katie McGeehan

Subject C. Employee Handbook 2020/2021

Meeting Jun 23, 2020 - Regular Board Meeting

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve the 2020/2021 Employee Handbook Changes

| Board Member | Motion | Second | Board Comment | Public Comment | Aye | No | Abs |
|------------------------------------|--------|--------|---------------|----------------|-----|----|-----|
| Mr. Michael Adler, President | | | | | | | |
| Ms. Diana Moninger, Vice President | | | | | | | |
| Ms. Aviva Moore, Treasurer | | | | | | | |
| Mr. Lowell Thomas | | | | | | | |
| Mr. Christopher Rossi | | | | | | | |
| Mrs. Alice Solomon | | | | | | | |
| Dr. Katie McGeehan | | | | | | | |

File Attachments

[EE Handbook Edits 2020-2021.pdf \(1,065 KB\)](#)

Motion & Voting

Motion to approve the 2020/2021 Employee Handbook Changes

Motion by Michael Adler, second by Chris Rossi.

Final Resolution: Motion Carries

Aye: Aviva Moore, Diana Moninger, Lowell L Thomas, Michael Adler, Chris Rossi, Alice Solomon, Katie McGeehan

Subject D. Student and Parent Handbook 2020/2021

Meeting Jun 23, 2020 - Regular Board Meeting

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve the 2020-2021 Parent Student Handbook changes.

| Board Member | Motion | Second | Board Comment | Public Comment | Aye | No | Abs |
|------------------------------------|--------|--------|---------------|----------------|-----|----|-----|
| Mr. Michael Adler, President | | | | | | | |
| Ms. Diana Moninger, Vice President | | | | | | | |
| Ms. Aviva Moore, Treasurer | | | | | | | |
| Mr. Lowell Thomas | | | | | | | |
| Mr. Christopher Rossi | | | | | | | |
| Mrs. Alice Solomon | | | | | | | |
| Dr. Katie McGeehan | | | | | | | |

File Attachments

[Parent & Student Handbook Edits 2020-2021.pdf \(645 KB\)](#)

Motion & Voting

Motion to approve the 2020-2021 Parent Student Handbook changes.

Motion by Michael Adler, second by Diana Moninger.

Final Resolution: Motion Carries

Aye: Aviva Moore, Diana Moninger, Lowell L Thomas, Michael Adler, Chris Rossi, Alice Solomon, Katie McGeehan

Subject E. Paraprofessional Job Description

Meeting Jun 23, 2020 - Regular Board Meeting

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve the paraprofessional job description.

| Board Member | Motion | Second | Board Comment | Public Comment | Aye | No | Abs |
|------------------------------------|--------|--------|---------------|----------------|-----|----|-----|
| Mr. Michael Adler, President | | | | | | | |
| Ms. Diana Moninger, Vice President | | | | | | | |
| Ms. Aviva Moore, Treasurer | | | | | | | |
| Mr. Lowell Thomas | | | | | | | |
| Mr. Christopher Rossi | | | | | | | |
| Mrs. Alice Solomon | | | | | | | |
| Dr. Katie McGeehan | | | | | | | |

File Attachments

[ISPA SE Paraprofessional_Job Description_Final Revision_6.11.2020.pdf \(220 KB\)](#)

Motion & Voting

Motion to approve the paraprofessional job description.

Motion by Michael Adler, second by Diana Moninger.

Final Resolution: Motion Carries

Aye: Aviva Moore, Diana Moninger, Lowell L Thomas, Michael Adler, Chris Rossi, Alice Solomon, Katie McGeehan

Subject F. Officer Slate 2020/2021

Meeting Jun 23, 2020 - Regular Board Meeting

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve the 2020/2021 officer slate.

2020-2021 Insight PA Board Officer Slate

Michael Adler, Esq.- President

Alice Solomon- Vice President

Lowell Thomas, Esq.- Treasurer

Christopher Rossi- Secretary

| Board Member | Motion | Second | Board Comment | Public Comment | Aye | No | Abs |
|------------------------------------|--------|--------|---------------|----------------|-----|----|-----|
| Mr. Michael Adler, President | | | | | | | |
| Ms. Diana Moninger, Vice President | | | | | | | |
| Ms. Aviva Moore, Treasurer | | | | | | | |
| Mr. Lowell Thomas | | | | | | | |
| Mr. Christopher Rossi | | | | | | | |
| Mrs. Alice Solomon | | | | | | | |
| Dr. Katie McGeehan | | | | | | | |

Motion & Voting

Motion to approve the 2020/2021 officer slate.

Motion by Michael Adler, second by Diana Moninger.

Final Resolution: Motion Carries

Aye: Aviva Moore, Diana Moninger, Lowell L Thomas, Michael Adler, Chris Rossi, Alice Solomon, Katie McGeehan

Subject **G. Confidential Settlement Agreement - 2019.2020.002S**

Meeting Jun 23, 2020 - Regular Board Meeting

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve the 2019.2020.002S Confidential Settlement Agreement.

| Board Member | Motion | Second | Board Comment | Public Comment | Aye | No | Abs |
|------------------------------------|--------|--------|---------------|----------------|-----|----|-----|
| Mr. Michael Adler, President | | | | | | | |
| Ms. Diana Moninger, Vice President | | | | | | | |
| Ms. Aviva Moore, Treasurer | | | | | | | |
| Mr. Lowell Thomas | | | | | | | |
| Mr. Christopher Rossi | | | | | | | |
| Mrs. Alice Solomon | | | | | | | |
| Dr. Katie McGeehan | | | | | | | |

File Attachments
 Redacted - Settlement Agreement - Final (A7542886).docx (29 KB)

Executive File Attachments
 Settlement Summary.docx (13 KB)
 J. Laster - Settlement Agreement - Final (A7542886).docx (30 KB)

Motion & Voting

Motion to approve the 2019.2020.002S Confidential Settlement Agreement.

Motion by Michael Adler, second by Chris Rossi.

Final Resolution: Motion Carries

Aye: Aviva Moore, Diana Moninger, Lowell L Thomas, Michael Adler, Chris Rossi, Alice Solomon, Katie McGeehan

Subject **H. Budget 2020/2021**

Meeting Jun 23, 2020 - Regular Board Meeting

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve the 2020/2021 SY Budget.

| Board Member | Motion | Second | Board Comment | Public Comment | Aye | No | Abs |
|------------------------------------|--------|--------|---------------|----------------|-----|----|-----|
| Mr. Michael Adler, President | | | | | | | |
| Ms. Diana Moninger, Vice President | | | | | | | |
| Ms. Aviva Moore, Treasurer | | | | | | | |
| Mr. Lowell Thomas | | | | | | | |
| Mr. Christopher Rossi | | | | | | | |
| Mrs. Alice Solomon | | | | | | | |
| Dr. Katie McGeehan | | | | | | | |

File Attachments

[ISPA Final Proposed Budget Presentation 6-23-20.pdf \(475 KB\)](#)
[ISPA FY21 Budget Detail and Support \(6-15-20\).xls \(1,111 KB\)](#)

Motion & Voting

Motion to approve the 2020/2021 SY Budget.

Motion by Michael Adler, second by Chris Rossi.

Final Resolution: Motion Carries

Aye: Aviva Moore, Diana Moninger, Lowell L Thomas, Michael Adler, Chris Rossi, Alice Solomon, Katie McGeehan

Subject I. Insight PA Teacher K12 Contract

Meeting Jun 23, 2020 - Regular Board Meeting

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve Insight PA teacher contracting with K12 for a summer position.

| Board Member | Motion | Second | Board Comment | Public Comment | Aye | No | Abs |
|------------------------------------|--------|--------|---------------|----------------|-----|----|-----|
| Mr. Michael Adler, President | | | | | | | |
| Ms. Diana Moninger, Vice President | | | | | | | |
| Ms. Aviva Moore, Treasurer | | | | | | | |
| Mr. Lowell Thomas | | | | | | | |
| Mr. Christopher Rossi | | | | | | | |
| Mrs. Alice Solomon | | | | | | | |
| Dr. Katie McGeehan | | | | | | | |

File Attachments

[Letter to Request Permission to Hire Ben Leskovansky.pdf \(83 KB\)](#)

Motion & Voting

Motion to approve Insight PA teacher contracting with K12 for a summer position.

Motion by Michael Adler, second by Chris Rossi.

Final Resolution: Motion Carries

Aye: Aviva Moore, Diana Moninger, Lowell L Thomas, Michael Adler, Chris Rossi, Alice Solomon, Katie McGeehan

Subject J. i-Heart Media proposal

Meeting Jun 23, 2020 - Regular Board Meeting

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve the i-Heart media local marketing proposal

| Board Member | Motion | Second | Board Comment | Public Comment | Aye | No | Abs |
|------------------------------------|--------|--------|---------------|----------------|-----|----|-----|
| Mr. Michael Adler, President | | | | | | | |
| Ms. Diana Moninger, Vice President | | | | | | | |
| Ms. Aviva Moore, Treasurer | | | | | | | |
| Mr. Lowell Thomas | | | | | | | |
| Mr. Christopher Rossi | | | | | | | |
| Mrs. Alice Solomon | | | | | | | |
| Dr. Katie McGeehan | | | | | | | |

File Attachments
[iHeart media agreement.pdf \(454 KB\)](#)

Motion & Voting

Motion to approve the i-Heart media local marketing proposal

Motion by Michael Adler, second by Diana Moninger.

Final Resolution: Motion Carries

Aye: Aviva Moore, Diana Moninger, Lowell L Thomas, Michael Adler, Chris Rossi, Alice Solomon, Katie McGeehan

Subject K. Insurance Renewal

Meeting Jun 23, 2020 - Regular Board Meeting

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve the insurance renewal.

| Board Member | Motion | Second | Board Comment | Public Comment | Aye | No | Abs |
|------------------------------------|--------|--------|---------------|----------------|-----|----|-----|
| Mr. Michael Adler, President | | | | | | | |
| Ms. Diana Moninger, Vice President | | | | | | | |
| Ms. Aviva Moore, Treasurer | | | | | | | |
| Mr. Lowell Thomas | | | | | | | |
| Mr. Christopher Rossi | | | | | | | |
| Mrs. Alice Solomon | | | | | | | |
| Dr. Katie McGeehan | | | | | | | |

File Attachments
[Insurance Quote - 7-2020.pdf \(32 KB\)](#)

Motion & Voting

Motion to approve the insurance renewal.

Motion by Michael Adler, second by Chris Rossi.

Final Resolution: Motion Carries

Aye: Aviva Moore, Diana Moninger, Lowell L Thomas, Michael Adler, Chris Rossi, Alice Solomon, Katie McGeehan

Subject L. May 2020 Financial Report and Disbursement List

Meeting Jun 23, 2020 - Regular Board Meeting

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve the March 2020 Financial Report and Disbursement List.

| Board Member | Motion | Second | Board Comment | Public Comment | Aye | No | Abs |
|------------------------------------|--------|--------|---------------|----------------|-----|----|-----|
| Mr. Michael Adler, President | | | | | | | |
| Ms. Diana Moninger, Vice President | | | | | | | |
| Ms. Aviva Moore, Treasurer | | | | | | | |
| Mr. Lowell Thomas | | | | | | | |
| Mr. Christopher Rossi | | | | | | | |
| Mrs. Alice Solomon | | | | | | | |
| Dr. Katie McGeehan | | | | | | | |

File Attachments
[ISPA FY20 May Financials.pdf \(558 KB\)](#)

Motion & Voting

Motion to approve the March 2020 Financial Report and Disbursement List.

Motion by Michael Adler, second by Lowell L Thomas.

Final Resolution: Motion Carries

Aye: Aviva Moore, Diana Moninger, Lowell L Thomas, Michael Adler, Chris Rossi, Alice Solomon, Katie McGeehan

Subject M. May 2020 Employee List

Meeting Jun 23, 2020 - Regular Board Meeting

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve the Insight PA March 2020 Employee List.

| Board Member | Motion | Second | Board Comment | Public Comment | Aye | No | Abs |
|------------------------------------|--------|--------|---------------|----------------|-----|----|-----|
| Mr. Michael Adler, President | | | | | | | |
| Ms. Diana Moninger, Vice President | | | | | | | |
| Ms. Aviva Moore, Treasurer | | | | | | | |
| Mr. Lowell Thomas | | | | | | | |
| Mr. Christopher Rossi | | | | | | | |

| | | | | | | | |
|--------------------|--|--|--|--|--|--|--|
| Mrs. Alice Solomon | | | | | | | |
| Dr. Katie McGeehan | | | | | | | |

File Attachments
[Roster as of 5-31-20 Book.pdf \(157 KB\)](#)

Motion & Voting

Motion to approve the Insight PA March 2020 Employee List.

Motion by Diana Moninger, second by Chris Rossi.

Final Resolution: Motion Carries

Aye: Aviva Moore, Diana Moninger, Lowell L Thomas, Michael Adler, Chris Rossi, Alice Solomon, Katie McGeehan

5. Announcements

Subject A. Next Board Meeting - August 25, 2020

Meeting Jun 23, 2020 - Regular Board Meeting

Category 5. Announcements

Access Public

Type Information

6. Adjournment

Subject A. Meeting Adjournment

Meeting Jun 23, 2020 - Regular Board Meeting

Category 6. Adjournment

Access Public

Type Procedural

| Board Member | Motion | Second | Board Comment | Public Comment | Aye | No | Abs |
|------------------------------------|--------|--------|---------------|----------------|-----|----|-----|
| Mr. Michael Adler, President | | | | | | | |
| Ms. Diana Moninger, Vice President | | | | | | | |
| Ms. Aviva Moore, Treasurer | | | | | | | |
| Mr. Lowell Thomas | | | | | | | |
| Mr. Christopher Rossi | | | | | | | |
| Mrs. Alice Solomon | | | | | | | |