



Blackboard Collaborate On-line Meeting Link:

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Conference Call Meeting Information:

844-269-9230, extension 4008, passcode 531486.

I. CALL TO ORDER

The meeting was called to order by the Board President at 7:10pm. Public notice was given for this meeting in accordance with [Pennsylvania’s Sunshine Act \(2011, sec. 709\)](#).

Member	Present	Absent
Mr. Michael Adler, President	X	
Ms. Maddi-Jane Sobel, Secretary	X	
Ms. Diana K. Moninger, Vice President	X	
Ms. Michele McKeone		X
Ms. Aviva Moore, Treasurer	X	
Mr. Lowell Thomas	X	

ISPA Administrators Present: Eileen Cannistraci, Chief Executive Officer.

K12 Representatives Present: Michael Frost, Academic Director; Mary Markert, Director North Region Finance; Jaime Salindong, Senior Finance Manager.

School Solicitor Present: Alan Kessler and Barry Steinman of Duane Morris LLP

II. BOARD MINUTES

1. Approval of Board Minutes from Wednesday, May 30, 2018.

Board Member	Motion	Second	Board Comment	Public Comment	Aye	No	Abstain	Absent
Mr. Michael Adler, President	X				X			
Ms. Maddi-Jane Sobel, Secretary		X			X			
Ms. Diana K. Moninger					X			
Ms. Michele McKeone								X
Ms. Aviva Moore					X			
Mr. Lowell Thomas					X			

Board Comment: None

Public Comment: None

III. **REPORTS**

1. CEO Report
 - a. School Updates
 - i. Career Pathways Advisory Council (CPAC) Summit will take place on July 11, 2018. Board members are encouraged to attend as well as invite community members they believe might be interested in join the CPAC.
 - ii. Board of Trustees training will occur on June 28th from 2-5 in Conrad O'Brien Offices in Philadelphia.
 - iii. Academic Report- Re-registration numbers were reviewed. 769 students have re-registered, 225 not registering, 59 undecided, and 189 status unknown. ISPA will be offering a virtual summer camp for students from July 10th-August 16th.
 - b. Enrollment Report – Student enrollment has remained steady at 1244. 60% of ISPA students are economically disadvantaged, 19% have a special education IEP, and students attend from 318 of PA's 500 school districts.
2. Financial and Personnel Report (Jaime Salindong). Year-end enrollment projected to be approximately 1200 students. YTD revenue accrued = \$9.9M. YTD expenses accrued = \$9.3M. May 2018 end-of-month cash balance = \$2.4M. May 2018 disbursements = \$1M. Recommended K12 aging invoices disbursement = \$942,760.30. Forecast end of June 2018 cash flow ending balance of \$1.9M. Top 10 AR balances = \$900K and 42.3% of total AR balance. Personal stats were reviewed: ISPA currently employees 36 and there are 28 K12 staff dedicated solely to ISPA.
3. FY19 Budget Proposal (Mary Markert). 2019 forecast enrollment 1,828. 11th grade is being added, and ISPA projects 97% growth over the 1st year. Expected blended funding rate \$10,077.30 for regular education weighted average funding per ADM based on assumed mix of students from districts at current rates. \$14,582.03 incremental funding for each Special Education student assuming 15% special education population. Staff/Other budget assumptions funding rates assumed at current levels, increase in average salaries for Instructional Staff of 10%. Health Benefits cost 20% of gross salaries. K12 fees SMIS program integration and customization remains same price as 2017-2018, as well as Financial Services fee will be unchanged form FY18. Program Admin fee increasing based on additional K12 staff supporting ISPA.

IV. ACTION ITEMS

1. To approve the Financial report and Disbursements.

Board Member	Motion	Second	Board Comment	Public Comment	Aye	No	Abstain	Absent
Mr. Michael Adler, President	X				X			
Ms. Maddi-Jane Sobel, Secretary					X			
Ms. Diana K. Moninger					X			
Ms. Michele McKeone								X
Ms. Aviva Moore					X			
Mr. Lowell Thomas		X			X			

Board Comment: Michael Adler asked for more information about the disbursement to Therapy Source, one of the related service providers. The CEO and Director of Academics provided details about the types of services provided to student through Therapy Source.

Public Comment: None

2. To approve and accept the personnel report.

Board Member	Motion	Second	Board Comment	Public Comment	Aye	No	Abstain	Absent
Mr. Michael Adler, President	X				X			
Ms. Maddi-Jane Sobel, Secretary		X			X			
Ms. Diana K. Moninger					X			
Ms. Michele McKeone								X
Ms. Aviva Moore					X			
Mr. Lowell Thomas					X			

Board Comment: None

Public Comment: None

3. To approve the Insight PA bonus plan for Insight Employees

Board Member	Motion	Second	Board Comment	Public Comment	Aye	No	Abstain	Absent
Mr. Michael Adler, President	X				X			
Ms. Maddi-Jane Sobel, Secretary					X			
Ms. Diana K. Moninger		X			X			
Ms. Michele McKeone								X
Ms. Aviva Moore					X			
Mr. Lowell Thomas					X			

Board Comment: None

Public Comment: None

4. To approve the 2018-2019 School Budget

Board Member	Motion	Second	Board Comment	Public Comment	Aye	No	Abstain	Absent
Mr. Michael Adler, President	X				X			
Ms. Maddi-Jane Sobel, Secretary					X			
Ms. Diana K. Moninger, Vice President					X			
Ms. Michele McKeone								X
Ms. Aviva Moore, Treasurer		X			X			
Mr. Lowell Thomas					X			

Board Comment: None
Public Comment: None

5. To approve the Frontline agreement for teacher observation and evaluation.

Board Member	Motion	Second	Board Comment	Public Comment	Aye	No	Abstain	Absent
Mr. Michael Adler, President	X				X			
Ms. Maddi-Jane Sobel, Secretary					X			
Ms. Diana K. Moninger, Vice President		X			X			
Ms. Michele McKeone								X
Ms. Aviva Moore, treasurer					X			
Mr. Lowell Thomas					X			

Board Comment: Aviva Moore asked if this program includes a professional development program. Michael Frost, Director of Academics, provided details about the professional development component as well as tracking tools available.

Public Comment: None

6. To approve the engagement of McNeese, Wallace and Nurick LLC for Special Education Counsel.

Board Member	Motion	Second	Board Comment	Public Comment	Aye	No	Abstain	Absent
Mr. Michael Adler, President	X				X			
Ms. Maddi-Jane Sobel, Secretary					X			
Ms. Diana K. Moninger, Vice President		X			X			
Ms. Michele McKeone								X
Ms. Aviva Moore					X			
Mr. Lowell Thomas					X			

Board Comment: Lowell Thomas asked about McNeese's expertise in Special education. Eileen Cannistraci, CEO, provided details about McNeese special education specialty and the experience of the two attorneys the school would utilize for this counsel.

Public Comment: None

6. To approve the amended Insight PA bylaws

Board Member	Motion	Second	Board Comment	Public Comment	Aye	No	Abstain	Absent
Mr. Michael Adler, President	X				X			
Ms. Maddi-Jane Sobel, Secretary		X			X			
Ms. Diana K. Moninger					X			
Ms. Michele McKeone								X
Ms. Aviva Moore					X			
Mr. Lowell Thomas					X			

Board Comment: None

Public Comment: None

7. To approve the 2018-2019 ISPA Board of Trustees meeting calendar

Board Member	Motion	Second	Board Comment	Public Comment	Aye	No	Abstain	Absent
Mr. Michael Adler, President	X				X			
Ms. Maddi-Jane Sobel, Secretary		X			X			
Ms. Diana K. Moninger, Vice President					X			
Ms. Michele McKeone								X
Ms. Aviva Moore, Treasurer					X			
Mr. Lowell Thomas					X			

Board Comment: Board members determined that the third Monday of each month at 7:00 works best for all.

Public Comment: None

V. BOARD BUSINESS

- Proposals for Next Agenda: CEO noted there may be a request for a Special Board meeting in July to handle school business matters.
- General Public Comment: None
- Executive Session: There were no executive sessions held during this public meeting, at the adjournment of this public meeting, or between the prior public meeting and this public meeting.

VI. ADJOURNMENT

Board Member	Motion	Second	Aye	No	Abstain	Absent
Mr. Michael Adler, President	X		X			
Ms. Maddi-Jane Sobel, Secretary		X	X			
Ms. Diana K. Moninger, Vice President			X			
Ms. Michele McKeone						X
Ms. Aviva Moore, Treasurer			X			
Mr. Lowell Thomas			X			

Meeting Ended: 8:15 pm