



INSIGHT PA
CYBER CHARTER SCHOOL

POWERED BY K12

Monday, May 20, 2019
Regular Board Meeting - May 20, 2019

Insight PA Cyber Charter School Board of Trustees

Blackboard Collaborate On-line Meeting Link (Public): <https://sas.illuminate.com/m.jnlp?password=M.AC88147EEC302ECBA7F9AA835C5F37&sid=559>

Conference Call Meeting Information: 844-269-9230, extension 4008, passcode 531486.

1. Preliminary

| | |
|----------------|---|
| Subject | A. Roll Call |
| Meeting | May 20, 2019 - Regular Board Meeting - May 20, 2019 |
| Category | 1. Preliminary |
| Access | Public |
| Type | Action, 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 | | |

| | |
|--------------------|---|
| Subject | B. Approve Agenda |
| Meeting | May 20, 2019 - Regular Board Meeting - May 20, 2019 |
| Category | 1. Preliminary |
| Access | Public |
| Type | Action |
| Recommended Action | Motion to approve the agenda as presented |

| Board Member | Motion | Second | Board Comment | Public Comment | Aye | No | Abst |
|------------------------------------|---------------|---------------|----------------------|-----------------------|------------|-----------|-------------|
| 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 Session**

Meeting May 20, 2019 - Regular Board Meeting - May 20, 2019

Category 2. Communications

Access Public

Type Information

Executive Content

If the Board held any Executive Sessions following the April 2019 meeting and prior to the May 20th meeting, the dates and the general topics (legal, personnel, and/or real estate) should be announced. If the Board did not hold any Executive Sessions, this should be announced ("The Board has not held any Executive Sessions since our last meeting.")

Subject **B. General Public Comment**

Meeting May 20, 2019 - Regular Board Meeting - May 20, 2019

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.

Subject **C. Approval of Board Minutes from April 15, 2019**

Meeting May 20, 2019 - Regular Board Meeting - May 20, 2019

Category 2. Communications

Access Public

Type Action, Minutes

Recommended Action Motion to approve April 15, 2019 Board meeting minutes.

Minutes [View Minutes](#) for Apr 15, 2019 - Regular Board Meeting - April 15, 2019

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

3. Reporting

Subject **A. CEO Report**

Meeting May 20, 2019 - Regular Board Meeting - May 20, 2019

Category 3. Reporting

Access Public

Type Information, Reports

CEO Updates

1. CTE program submission
2. Legislative Updates
3. 2019-2020 Employee Handbook
4. Board Retreat Information

File Attachments
[CEO presentation 5.20.pptx \(136 KB\)](#)

Subject **B. Executive Director Report**

Meeting May 20, 2019 - Regular Board Meeting - May 20, 2019

Category 3. Reporting

Access Public

Type Information, Reports

Executive Director Report

1. Registration 2019-2020
2. PSSA/Keystone Testing
3. Enrollment and Demographics

File Attachments
[Board_Executive Director Update__051519.pptx \(586 KB\)](#)

Subject **C. CFO Report**

Meeting May 20, 2019 - Regular Board Meeting - May 20, 2019

Category 3. Reporting

Access Public

Type Information, Reports

CFO Report

1. April 2019 Financial Reports and Disbursements
2. April 20, 2019 Personnel List
3. Business Insurance Selection
4. 2019-2020 Financial Policies and Procedures Manual
5. 2019-2020 Uniform Grant Guidance (UGG) Manual
6. 2019-2020 Budget Presentation (draft)

- o This is the second public sharing of the budget. In accordance with PDE regulations, the budget must be available to the public for 30 days between the first sharing (April 15, 2019) and the Board's vote on the final budget. The vote is planned for June 17, 2019.

File Attachments

Executive Summary Insurance Selection 2019-2020.pdf (296 KB)
 ISPA FY20PLv3 (5-10-2019).xism (3,486 KB)
 ISPA FY19 April Financials (1).pptx (481 KB)
 Roster as of 4-30-19 Book (1).pdf (39 KB)
 ISPA Financial Policies and Procedures Manual 2019-Draft.pdf (296 KB)
 UGGManual 2019 - Draft.pdf (161 KB)

Executive Content

The spreadsheets supporting the PowerPoint presentations are provided here for Board use.

Executive File Attachments

ISPA actual versus budget (Apr 2019) - Board (1).xls (1,059 KB)

4. Action Items

Subject **A. April 2019 Financials**

Meeting May 20, 2019 - Regular Board Meeting - May 20, 2019

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve the April 2019 Financial Reports and Disbursements

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

File Attachments

ISPA FY19 April Financials (1).pptx (481 KB)

Subject **B. Employee List as of April 30, 2019**

Meeting May 20, 2019 - Regular Board Meeting - May 20, 2019

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve the April 30, 2019 Employee List as presented

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

File Attachments
[Roster as of 4-30-19 Book \(1\).pdf \(39 KB\)](#)

Subject C. Selection of Business Insurance Policies

Meeting May 20, 2019 - Regular Board Meeting - May 20, 2019

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve recommended insurance policies for the 2019-2020 school year.

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

File Attachments
[Executive Summary Insurance Selection 2019-2020.pdf \(296 KB\)](#)

Subject D. 2019-2020 Manuals

Meeting May 20, 2019 - Regular Board Meeting - May 20, 2019

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve the drafts of the 2019-2020 Financial Policies & Procedures Manual, the 2019-2020 Uniform Grant Guidance (UGG) Manual, and the 2019-2020 Employee Handbook

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

File Attachments
[ISPA Financial Policies and Procedures Manual 2019-Draft.pdf \(296 KB\)](#)
[UGGManual 2019 - Draft.pdf \(161 KB\)](#)

Subject E. Student/Family Internet Service Provider Policy

Meeting May 20, 2019 - Regular Board Meeting - May 20, 2019

Category 4. Action Items

Access Public

Type Action

Recommended Action Motion to approve the Student/Family Internet Service Provider Policy

File Attachments
[Internet Reimbursement Policy 2019.pdf \(80 KB\)](#)

5. Announcements

Subject A. Board of Trustees' Next Meeting

Meeting May 20, 2019 - Regular Board Meeting - May 20, 2019

Category 5. Announcements

Access Public

Type Information

The next Board Meeting is scheduled for June 17, 2019 at 7pm. This meeting will not be held at the school, It will be held at NAME, located at ADDRESS. This is the Annual Meeting of the Insight PA Board of Trustees.

Subject B. 2019-2020 Budget Draft, v2 Presented

Meeting May 20, 2019 - Regular Board Meeting - May 20, 2019

Category 5. Announcements

Access Public

Type Information

A draft (v.2) of the 2019-2020 Budget was presented this evening during the CFO's report. This is the second public sharing of the budget. In accordance with PDE regulations, the budget must be available to the public for 30 days between the first sharing (April 15th) and the Board's vote on the final budget. The vote is planned for June 17, 2019.

6. Adjournment

Subject

A. Meeting Adjournment

Meeting May 20, 2019 - Regular Board Meeting - May 20, 2019

Category 6. Adjournment

Access Public

Type Action

Recommended Action Motion to Approve the Adjournment of the Meeting