



AGENDA FOR CCA BOARD MEETING  
August 25, 2010  
8:30 a.m.  
4050 Crums Mill Road, Suite 303  
Harrisburg, PA 17112  
and Via Teleconference

- I. Call to Order – D. Taylor
- II. Roll Call – D. Taylor
- III. Public Comment:

The Board welcomes participation by the members of the public both in-person and telephonically. To address an item on the agenda, before the scheduled start of the meeting, an individual must write their name and a short description of the agenda item on which they wish to comment on the card provided and submit this to the Chair, along with any materials they want to have distributed to Board. Individuals who wish to address the Board telephonically must contact the School Principal by phone or by email at least twenty four (24) hours before the scheduled start of the Board meeting. If the individual wants to provide any written materials to the Board, these should be emailed to the School Principal at least twenty four (24) hours before the scheduled start of the meeting.

The total time for any individual to present, either in person or via telephone, on an item on the agenda shall not exceed three (3) minutes, unless the Board grants additional time.

Individuals desiring to make a formal presentation to the Board on an item not on the agenda but desiring it be placed on the agenda must provide notice and written submissions detailing the subject of the presentation to the School Principal at least fourteen (14) days prior to the meeting. Any such presentations shall not exceed fifteen (15) minutes in duration, unless otherwise permitted by the Chair.

To view the Board Public Comment Policy, visit the school's "About Us" page at [www.connectionsacademy.com](http://www.connectionsacademy.com)

- IV. Routine Business
  - a. Approval of Agenda – D. Taylor
- V. Executive Session – To consult with attorney regarding personnel matters (65 PA CSA § 708(a)(4)) – D. Tulli/P. Murren
- VI. Oral Reports
  - a. Board Counsel Report – P. Murren
    - i. Right to Know Act Request Received (attached)
    - ii. PDE Letter Regarding Designated Learning Coach Relationship
  - b. AYP Update (attached) – S. Shubert/D. Tulli
  - c. CEO Report (MSR attached) – D. Tulli
    - i. Update on Back to School Activities, Staffing and Training
    - ii. Update on Enrollment
  - d. Mobile Classroom Update – M. Flurie
  - e. Financial Report (attached) - T. Ochs/T. Repice
    - i. FY04, FY05 and FY06 Audit Response to PDE (attached)
    - ii. Audit Updates

VII. Consent Items

- a. Approval of Minutes from the June 23, 2010 Meeting (attached)
- b. Approval of Staffing Report (attached)
  - (i) Michael Wilson – Administrative Support, Outreach & Technology Manager
  - (ii) Christi Carfagno – Secondary Teacher
  - (iii) Sasha Connors – Secondary Teacher
  - (iv) Rebecca Eastburn – Elementary Teacher
  - (v) Michelle Frey – Secondary Teacher
  - (vi) Jaclyn Lapinski – Elementary Teacher
  - (vii) Linda Ludwick – Elementary Teacher
  - (viii) Jessica McGlenn – Temporary Elementary Teacher
  - (ix) Ashly O'Donnell – Secondary Teacher
  - (x) Adria Rios – Secondary Teacher
  - (xi) Renee Sander – Secondary Teacher
  - (xii) Caitlin West – Elementary Teacher
  - (xiii) Whitney Zurat – Secondary Teacher
- c. Approval of 2010-2011 Base Salaries and Incentive Percentage, Career Ladder Positions and Home-Worker Stipends (attached)
- d. Approval of Amendment to General School Handbook – NIMAS Compliance (attached)
- e. Approval of Amendment to General School Handbook – Enrollment Hold Policy (attached)
- f. Ratification of Annual Report for the 2009-2010 School Year (attached)
- g. Approval of Contract with School Nurse for the 2010-2011 School Year (attached)
- h. Approval of Contract with School Dentist for the 2010-2011 School Year (attached)
- i. Approval of Contract with School Doctor for the 2010-2011 School Year (attached)
- j. Ratification of Agreement with Logistics Resources International (attached)
- k. Ratification of Williamsport Lease Agreement (attached)
- l. Approval of the 2010-2011 School Year Calendar (attached)
- m. Approval to Purchase 105 Reading Horizon Program Licenses
- n. Approval of Revision to CCA Employee Handbook: CCA Vehicle Policy (attached)
- o. Approval of Board Members Attending the iNACOL Conference (attached)
- p. Ratification of Renewal of Health Insurance Benefits (attached)

VIII. Action Items

- a. Approval of CA Invoice for June (attached) – M. Ciora
- b. Approval of Revised D Minus Policy for Inclusion in the 2010-2011 School Year Handbook (attached) – G. Gettle/E. Grier
- c. Approval of Community Class Potential Reimbursement – D. Tulli

IX. Information Items

- a. Legislative Update – D. Tulli/M. Revenaugh
- b. Keystone Exams Update – M. Flurie
- c. 403b Plan Discussion – M. Flurie
- d. Teacher Incentive Program – D. Tulli
- e. Conflict of Interest Statements and Background Checks – H. Woodward
- f. Status of 6<sup>th</sup> and 7<sup>th</sup> Grade Laptop Exchange for Returning Students – T. Ochs
- g. Review of Old Business and Discussion of New Business – D. Taylor
  - (i) UBoost Rewards Program
  - (ii) Update on Charter Renewal Process – October 1, 2010
  - (iii) Planning Retreat

- X. Adjournment and Meeting Date – September 22, 2010 at 8:30 a.m. via teleconference

## CONSENT ITEMS

The Chair will ask members what items, if any, they want removed from the consent agenda for discussion. If any member asks that an item be moved, it will be moved to the Action Items. After any items have been removed, the Chair will read out the remaining consent items and ask for their adoption in one motion if there is no objection. The minutes will reflect the full text of any resolutions that were adopted as part of the consent agenda.

**a. Approval of Minutes from the June 23, 2010 Meeting**

**PRESENTER IF MOVED TO ACTION ITEMS:** Heather Woodward

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The minutes from the meeting of the Board of Directors are being presented for approval.

**b. Approval of the Staffing Report**

**PRESENTER IF MOVED TO ACTION ITEMS:** Dennis Tulli

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The staffing report as provided with the Board materials outlines the candidates that are recommended for hire. The staffing report includes each candidate's name, area for hire, compensation rate, bonus potential and start date. The Staffing Report also provides information on departing employees, the reasons for their departure, as well as any promotions, for Board review and approval.

**c. Approval of 2010-2011 Base Salaries and Incentive Percentage, Career Ladder Positions and Home-Worker Stipends**

**PRESENTER IF MOVED TO ACTION ITEMS:** Dennis Tulli

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The report included with the Board materials contains the employee's name, position with the school, base salary, and bonus potential. The report identifies Career Ladder positions and home-worker stipends. Board review and approval of the report and information contained therein is requested.

**d. Approval of Amendment to General School Handbook – NIMAS Compliance**

**PRESENTER IF MOVED TO ACTION ITEMS:** Dennis Tulli

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Included in the Board package for Board consideration is a revision to the General Handbook which adds section 6.1 of the 2010-2011 General School Handbook regarding digitized textbooks. Board approval of the addition is requested.

**e. Approval of Amendment to General School Handbook – Enrollment Hold Policy**

**PRESENTER IF MOVED TO ACTION ITEMS:** Dennis Tulli

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Included in the Board package for Board consideration is a revision to the General Handbook which addresses the school's need that at certain times of year it is necessary, for compliance purposes, to suspend enrollment. This policy would grant the principal/school administrator/CEO the authority to determine the dates during which enrollment will be suspended. Approval of the policy is requested.

**f. Ratification of Annual Report for the 2009-2010 School Year**

**PRESENTER IF MOVED TO ACTION ITEMS:** Dennis Tulli

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Enclosed in the Board package is the Annual Report that the school and CA worked to finalize and submit to all appropriate parties in accordance with all applicable due dates. Ratification of the report included in the Board materials is requested.

**g. Approval of Contract with School Nurse for the 2010-2011 School Year**

**PRESENTER IF MOVED TO ACTION ITEMS:** Dennis Tulli

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The school is required by law to designate a school nurse whom the students will have access to when necessary. After careful consideration the school would like to renew its contract with the school nurse for the 2010-2011 school year. The school will pay the nurse a \$750 retainer for the year and \$40 per hour plus expenses for any work performed during testing and information sessions. Health screenings are also required.

**h. Approval of Contract with School Dentist for the 2010-2011 School Year**

**PRESENTER IF MOVED TO ACTION ITEMS:** Dennis Tulli

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The school is required by law to designate a school dentist whom the students will have access to when necessary. After careful consideration the school would like to renew its contract with the school dentist for the 2010-2011 school year. The school will pay the dentist a \$1,000 retainer for the year and \$50 per hour plus expenses for any work performed during testing and information sessions and health screenings.

**i. Approval of Contract with School Doctor for the 2010-2011 School Year**

**PRESENTER IF MOVED TO ACTION ITEMS:** Dennis Tulli

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The school is required by law to designate a school doctor whom the students will have access to when necessary. After careful consideration the school would like to renew its contract with the school doctor for the 2010-2011 school year. The school will pay the dentist a \$1,000 retainer for the year and \$50 per hour plus expenses for any work performed during testing and information sessions and health screenings.

**j. Ratification of Agreement with Logistics Resources International**

**PRESENTER IF MOVED TO ACTION ITEMS:** Dennis Tulli

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The agreement included for Board ratification is the agreement for the Mobile Lab driver services. The yearly, renewable contract with LRI is for a weekly flat rate of \$1,200, invoiced weekly and payable within 30 days. LRI responsible for payment of all wages, salaries and benefits to LRI Personnel assigned to CCA. The vendor provides back-up for all planned driver absences/vacations and completed their own background checks as did CA and CCA. Dr. Tulli is recommending the agreement for Board ratification.

**k. Ratification of Williamsport Lease Agreement**

**PRESENTER IF MOVED TO ACTION ITEMS:** Dennis Tulli

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** As previously discussed and approved by the Board, the Williamsport Lease has been executed and is included in the Board materials for ratification.

**l. Approval of the 2010-2011 School Year Calendar**

**PRESENTER IF MOVED TO ACTION ITEMS:** Dennis Tulli

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The school calendar has been reviewed by the school's leadership team and Connections Academy and Board approval is requested.

**m. Approval to Purchase 105 Reading Horizon Program Licenses**

**PRESENTER IF MOVED TO ACTION ITEMS:** Dennis Tulli

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Reading Horizons was piloted during the 0910 school year with 60 secondary students. During the 0910 school year, 89 7-12 grade students (and 2 elementary ESL students) were enrolled into the program. By the end of the year, 37 had faithfully worked in the program and of those 37, 21 completed the program showing anywhere from 3 months - 5 years gain in their reading skills. The school would like to expand the program to 105 students for the coming school year.

**n. Approval of Revision to CCA Employee Handbook: CCA Vehicle Policy**

**PRESENTER IF MOVED TO ACTION ITEMS: Dennis Tulli**

**RECOMMENDED ACTION: Consideration for Approval**

**BACKGROUND:** Included in the Board package for consideration is a draft policy that the school would like all employees and consultants to adhere to when dealing with the school's vehicles or mobile lab. Board approval of the policy is requested.

**o. Approval of Board Members Attending the iNACOL Conference**

**PRESENTER IF MOVED TO ACTION ITEMS: Heather Woodward**

**RECOMMENDED ACTION: Consideration for Approval**

**BACKGROUND:** The school recommends the Board authorize up to six Board members to attend the iNACOL Conference in November in Arizona and the Board approve reimbursing expenses for the Board members incurred in attending the Conference. Information on the Conference is included in the Board package. Board approval of the expense is requested.

**p. Ratification of Renewal of Health Insurance Benefits**

**PRESENTER IF MOVED TO ACTION ITEMS: Dennis Tulli**

**RECOMMENDED ACTION: Consideration for Approval**

**BACKGROUND:** Included in the Board materials for review is the renewal of the health insurance plan that Dr. Tulli recommends. In the past CCA has enjoyed a history of below-trend rate increases on the Medical Plan, 2007 – 4.7%; 2008 – 1.3%; 2009 – 3.1%. In 2009, CCA had to move from a small-group to a large-group plan contract due to growth. Renewal considerations were based only on our history in the new plan, so only 9 months of claims were available for evaluation. Capital BCBS is reporting renewal increases of 30 - 42% for comparable groups. Therefore, Dr. Tulli recommends that the Board approve the marginal increase as detailed in the supporting Board materials.

**Motion:**\_\_\_\_\_ **Second:**\_\_\_\_\_

**Ayes:**\_\_\_\_\_ **Nays:**\_\_\_\_\_

**ACTION ITEMS**

**a. Approval of CA Invoice for June**

**PRESENTER:** Michelle Ciora

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Ms. Ciora will review the invoice as it relates to the financial report reviewed earlier in the meeting. She will request Board approval of the invoice and authorization to make payment via wire based upon availability of funds.

Motion:\_\_\_\_\_ Second:\_\_\_\_\_

Ayes:\_\_\_\_\_ Nays:\_\_\_\_\_

**b. Approval of Revised D Minus Policy for Inclusion in the 2010-2011 School Year Handbook**

**PRESENTER:** Greg Gettle/Earl Grier

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Included in the Board package is a memo and draft policy outlining the changes that the school would like to make in regards to its C Minus Policy. Board review and approval is requested.

Motion:\_\_\_\_\_ Second:\_\_\_\_\_

Ayes:\_\_\_\_\_ Nays:\_\_\_\_\_

**c. Approval of Community Class Potential Reimbursement**

**PRESENTER:** Dennis Tulli

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Dr. Tulli will review the school's current Community Class Potential Reimbursement with the Board. Currently the school reimburses up to \$100 per student per school year for physical education programming (karate, gymnastics, etc.) and music and arts programs. The school is requesting to increase the reimbursement to \$200. Dr. Tulli will seek Board direction and approval of this item.

Motion:\_\_\_\_\_ Second:\_\_\_\_\_

Ayes:\_\_\_\_\_ Nays:\_\_\_\_\_