



AGENDA FOR CCA BOARD MEETING

April 28, 2010

12:00 p.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

IV. Routine Business

a. Approval of Agenda – D. Taylor

V. Oral Reports

a. Board Counsel Report – P. Murren

b. CEO Report (MSR attached) – D. Tulli

i. Facilities Update – Lehighton and Philadelphia

ii. Student Accomplishments

iii. PSSA Testing Update

iv. End of the Year Activities

c. Title 1 Funding Amendments (attached) and Upcoming Federal Program Audit (attached) – A. Boyd

d. Financial Report (attached) - T. Ochs/T. Repice

VI. Consent Items

a. Approval of Minutes from the March 24, 2010 Meeting (attached)

b. Approval of Staffing Report (attached)

(i) Anthony Perrotto – Advisory Teacher

c. Ratification of Laptop Technology Purchase to Support the Expected Enrollment for the 2010-2011 School Year by Board Designees (attached)

d. Approval of School Calendar (attached)

- e. Approval of School Compensation Plan for the 2010-2011 School Year (attached)
 - f. Approval of Curriculum for the 2010-2011 School Year (attached)
 - g. Approval of Students of the American Red Cross Club Certification Expenditure (attached)
 - h. Approval of CA's Invoice for Fast ForWord (attached)
 - i. Approval of Security Card Access System for the Harrisburg Office (attached)
 - j. Approval of Board Governance and Administrative Policies (to follow)
 - (i) Background
 - (ii) Background Clearance for Board Members
 - (iii) Board Attendance
 - (iv) Board Delegation Policy
 - (v) Gift Solicitation & Acceptance
- VII. Action Items
- a. Approval of CA Invoice for March (attached) – M. Ciora
 - b. Approval of Student Laptop Memory Upgrade – T. Ochs
 - c. Approval of Graduation Expenditure (attached) – D. Tulli
 - d. Approval of Upgraded Telephone Service (attached) – D. Tulli
 - e. Approval of Lehighon Lease Renewal (to follow) – D. Tulli
 - f. Approval of Board Designee to Take Action Based on Advice from Board Counsel on Air Quality Report on the Philadelphia Location – D. Tulli
 - g. Approval of Obtaining Quotes for 2 Vans to Support Mobile Lab and School Wide Activities – M. Flurie
- VIII. Information Items
- a. Legislative Update – D. Tulli/M. Revenaugh
 - b. Mobile Lab Update – D. Tulli
- IX. Adjournment and Next Meeting Date – May 26, 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 March 24, 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. Ratification of Laptop Technology Purchase to Support the Expected Enrollment for the 2010-2011 School Year by Board Designees

PRESENTER IF MOVED TO ACTION ITEMS: Ted Ochs

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Based upon the targeted average enrollment figure of 5,000 students for the 2010-2011 school year, the current grade mix, and an anticipated shift towards secondary enrollment, a purchase of an additional 1,600 laptop computers is planned. In accordance with the Board's action at its last meeting, an RFP process was initiated with three qualified vendors. The responses were analyzed by Connections Academy staff and presented to the Board designees, Michelle Ciora and Phil Murren, along with a recommendation to remain with the current equipment vendor, ePlus Technology, Inc. After a review of this information, the Board designees concurred with the recommended vendor and appropriate purchase activity has ensued. A copy of the selected vendor's proposal is attached (black and white version). The anticipated expenditure for 1,600 units is approximately \$1,475,000.

d. Approval of School 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.

e. Approval of School Compensation Plan for the 2010-2011 School Year

PRESENTER IF MOVED TO ACTION ITEMS: Dennis Tulli

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The School Compensation Plan for the 2010-2011 school year outlines the base salaries and additional incentives for teachers. The School Compensation Plan has been reviewed and agreed to by the school leadership, and Board adoption of the School Compensation Plan for the 2010-2011 school year is requested.

f. Approval of Curriculum for the 2010-2011 School Year

PRESENTER IF MOVED TO ACTION ITEMS: Pat Hoge

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Dr. Hoge has prepared a memo to the Board detailing the curriculum offerings for the 2010-2011 school year, as done each year, and is requesting Board approval.

g. Approval of Students of the American Red Cross Club Certification Expenditure

PRESENTER IF MOVED TO ACTION ITEMS: Dennis Tulli

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The school's students involved in the Red Cross Club would like to receive certification and training in CPR and First Aid from the American Red Cross. The school is request Board approval to pay for the training for 11 students at a per student cost of \$45 for a total cost of \$495.

h. Approval of CA's Invoice of Fast ForWord

PRESENTER IF MOVED TO ACTION ITEMS: Ted Ochs

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Included in the Board materials is an invoice for the Fast ForWord curriculum derived from the agreement the Board passed in an earlier meeting. Board approval for payment of the invoice is requested.

i. Approval of Security Card Access System for the Harrisburg Office

PRESENTER IF MOVED TO ACTION ITEMS: Maurice Flurie

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The school has reviewed bids to obtain a security card access system for the Harrisburg Office and is requesting the Board authorize the school to purchase the Honeywell security system through Kleppers Security Source at an initial expenditure of \$1,642 for installation of the system and the purchase of the system with an annual fee of \$240 for 24 hour system monitoring and \$205 for annual testing and maintenance of the system. Board approval of this item is requested.

j. Approval of the Board Governance and Administrative Policies

PRESENTER IF MOVED TO ACTION ITEMS: Heather Woodward

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Ms. Ciora has reviewed the revisions to the policies included in the Board materials that were tabled at the previous meeting and recommends the policies for Board review and approval at this meeting for inclusion in the Board Governance and Administrative Policy Manual. The following policies are included for Board approval:

- (i) Background
- (ii) Background Clearance for Board Members
- (iii) Board Attendance
- (iv) Board Delegation Policy
- (VI) Gift Solicitation & Acceptance

Motion:_____ **Second:**_____

Ayes:_____ **Nays:**_____

ACTION ITEMS

a. Approval of CA Invoice for March

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 Student Laptop Memory Upgrade

PRESENTER: Ted Ochs

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Mr. Ochs will review the school's desire to upgrade the 1GB of memory in the current student laptops to support the amount recommended for Windows 7. The models currently being purchased already include 3Gb of memory. With the recent introduction of Windows 7, Microsoft issued their performance specifications, which included a recommended 2Gb of memory. Although CA's program and software do not require this level of memory nor the use of Windows 7, it is recommended that equipment is upgraded to handle it as it is returned from students withdrawing from the school. Although upgrading the current school laptops to 2Gb will cost \$65,000 for materials (labor provided at no cost by CA), it is recommended that an upgrade to 3Gb be approved at an expense of \$85,000 in order to handle future potential requirements. Board approval is requested to authorize the current laptops to 3Gb of memory.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

c. Approval of Graduation Expenditure

PRESENTER: Dennis Tulli

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Enclosed in the Board materials is an outline of the school's graduation plans and projected budget allocation for the event. Board review and approval is requested.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

d. Approval of Upgraded Telephone Service

PRESENTER: Dennis Tulli

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Included in the Board materials is a cost estimate for the school to receive new telephones. Dr. Tulli will explain the recommended upgrades to the system and will request Board approval of the expenditure.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

e. Approval of Lehighon Lease Renewal

PRESENTER: Dennis Tulli

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Dr. Tulli will review the terms of the proposed Lease with the Board and seek Board approval to move forward with the lease and to sign the agreement on behalf of the school.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

f. Approval of Board Designee to Take Action Based on Advice from Board Counsel on Air Quality Report on the Philadelphia Location

PRESENTER: Dennis Tulli

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Dr. Tulli will review the current facility concerns at the Philadelphia location and seek Board designees of Mr. Taylor and Ms. Hawkins-Bush to work with the school and Board Counsel to take action based on the receipt and review of the air quality report conducted on the Philadelphia location. Board authorization for the designees to take action up to and including the potential termination of the lease and pursuit of acquiring a replacement location for the school is requested.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

g. Approval of Obtaining Quotes for 2 Vans to Support Mobile Lab and School Wide Activities

PRESENTER: Maurice Flurie

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Dr. Flurie will review the school's desire to obtain two vans to support the school's mobile lab and various school wide activities through the use of funds received from a federal grant. Authorization for the school to obtain quotes is requested with further review and consideration by the Board at an upcoming meeting.

Motion: _____ Second: _____

Ayes: _____ Nays: _____