

**Board of Trustees Meeting for
Pennsylvania Distance Learning Charter School**
2100 Corporate Drive, Suite 500, Wexford, PA 15090
Telephone: (888) 997-3352 Facsimile: (866) 977-3527
Website: www.padistance.org

Board Meeting

Date: December 1, 2014
Time: 4:00 PM
Location: Pennsylvania Distance Learning Charter School
and via Teleconference

MINUTES

MEETING TYPE: Regular Special Proposed Approved

A. Call to Order

Mr. Marous called the meeting to order at 4:00 p.m.

B. Roll Call

Board Member Attendance:

| | | |
|--|---|---------------------------------|
| John Marous, President | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent |
| William Donahue, Secretary | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent |
| Bill DiBenedetto, Board Member | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent |
| John Lally, Treasurer, Advisory Board Member | <input checked="" type="checkbox"/> Present-p | <input type="checkbox"/> Absent |

Other Attendees:

| | | |
|---|---|--|
| Patricia Rossetti, Chief Executive Officer, PDLCS | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent |
| Dr. Ed Mandell, Principal, PDLCS | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent |
| Jamie Desrochers, Director SE | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent |
| Sheryl Allmon, PDLCS | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent |
| Michael Whisman, Charter Choices | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent |
| David Pierce, PDLCS | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent |
| Mary Alicandro, Recording Secretary | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent |
| Nick Kocuba, PDLCS | <input type="checkbox"/> Present | <input checked="" type="checkbox"/> Absent |

C. Public Comment - None

D. Review of Agenda

E. Standard Business

i. Meeting Minutes of September 11, 2014

Motion: Mr. DiBenedetto moved to approve the September 11, 2014 meeting minutes.

Support: Mr. Donahue seconded.

Ayes: 3 Opposed: 0

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ii. State of School Report

Mrs. Rossetti stated that we currently have 567 students enrolled which is a loss of 38 students since September. She stated that we are seeing a slight decrease in our African American population and an increase in our Hispanic population. The greatest decrease in student population was in the 3rd, 4th and 7th grades and the greatest increase in student population was in the kindergarten, 9th, 10th and 11th grade levels. The Special Education department had an increase from 17% to 22% of our student population. Dr. Mandell presented a brief analysis of the students who withdrew from the school since May 2014. He stated that of the 220 that left since the spring semester, 151 were re-enrolling students who did not show, 44 were summer enrollment students who did not show, and 25 withdrew after the September 8, 2014 start date. He also mentioned that we very rarely get a reason as to why a student is withdrawing. Dr. Mandell is working on a plan to increase communication with families throughout the school year and over the summer to try and improve the withdrawal rate. Mrs. Rossetti stated that there were no changes in personnel to report. She stated that 109 families attended Open House this year and that Mr. Pierce had 20 students and their families attend a Penguins Practice and 142 participated in our annual Bowling Week.

Motion: Mr. Donahue moved to approve the State of the School report.

Support: Mr. DiBenedetto seconded.

Ayes: 3 Opposed: 0

iii. Financial Report

Mike Whisman presented the financial report. He stated that current assets decreased from \$1,536,948 in June to \$1,153,679 in October due primarily to operating activities offset by the collection of federal receivables and local revenues from school districts. Total liabilities were \$32,168 higher than June 2014. Current cash on hand is \$822,347 or 49.2 days and the school's current ratio was at 4.3 meaning the current assets are sufficient to meet current liabilities.

Motion: Mr. DiBenedetto moved to approve the financial report.

Support: Mr. Donahue seconded.

Ayes: 3 Opposed: 0

F. New Business

i. Proposed Special Meeting Date for audit approval of December 15, 2014 at 4:00 pm.

Motion: Mr. Marous moved to hold a special meeting for audit approval.

Support: Mr. DiBenedetto seconded the motion.

Ayes: 3 Opposed: 0

ii. 2014 School Performance Profile

Mrs. Rossetti stated that our School Performance Profile for the 2013-14 school year was 50.9% which was down from the 2012-13 school year of 54.7%. The biggest decrease was a 17 point drop between PVAAS and cut scores in the area of Writing, a 15 point drop in graduation rate. A slight drop in Science equitable to counterparts in traditional, charter and cyber schools occurred. Math held steady, attendance rate was up 5 points. AP was up 25 points but was still

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low at 50 points and the school did receive bonus points for Math PSSA/Keystone and Reading/Literature for PSSA/Keystone.

iii. Special Education Overview

Mrs. Desrochers provided a brief overview of the special education process from how a student is identified as a special education student to the re-evaluation process.

iv. 2014-17 Comprehensive Plan Review

Mrs. Rossetti provided a status report on the three goals of the 2014-17 Comprehensive Plan. Goal 1: Dr. Mandell is providing professional development to the teachers in department meetings on individualizing student instruction utilizing backward design. Goal 2: Graduation Recovery has seen great progress in 6 of the 32 students participating, with other students making adequate progress. Parent/Teacher meetings will be scheduled for students not making anticipated progress. Goal 3: Parent Involvement activities are scheduled monthly through the guidance counselors, as well as with the Family Outreach Coordinator, and teachers across all departments. The Comprehensive Plan Committee will be working throughout the year.

Mrs. Rossetti stated that the auditor general was finished with his audit of our school. She stated that she offered to meet with the auditor general but he felt this was not necessary and advised her that it would be a long time, probably spring or summer before we have his final report.

G Reminder of Special Board Meeting

December 15, 2014 at 4:00 pm., to be held at the Pennsylvania Distance Learning Charter School and by teleconference.

H. Executive Session (if necessary)

Not necessary at this time.

The meeting was adjourned at 5:40 pm.

Motion: Mr. Marous moved to adjourn the meeting.

Support: Mr. DiBenedetto seconded the motion.

Ayes: 3 Opposed: 0

MINUTES CERTIFICATION

Proposed minutes respectfully submitted,

Recording Secretary, Mary Alicandro

Date

Board Secretary, Bill Donahue

Date

A copy of the meeting minutes are available for public inspection at the Pennsylvania Distance Learning Charter School, 2100 Corporate Dr., Suite 500, Wexford, PA 15090

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