

**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

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**Board Meeting**

**Date:** December 5, 2016  
**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, Vice President	<input checked="" type="checkbox"/> Present- phone	<input type="checkbox"/> Absent
Bill DiBenedetto, Secretary	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
John Lally, Treasurer, Advisory Board Member	P <input checked="" type="checkbox"/> resent- phone	<input type="checkbox"/> Absent

**Other Attendees:**

Patricia Rossetti, Chief Executive Officer, PDLCS	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Darla Posney, Principal	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Jamie Desrochers, Director SE, PDLCS	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Sheryl Allmon, Director of Student Services PDLCS	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Michael Whisman, Charter Choices	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Nicholas Kocuba, Director of Technology PDLCS	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
David Pierce, Public Relations PDLCS	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Mary Alicandro, Recording Secretary, PDLCS	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Andrea Brauer, Charter Choices	P <input checked="" type="checkbox"/> resent- phone	<input type="checkbox"/> Absent
Kevin Corcoran, Charter Choices	P <input checked="" type="checkbox"/> resent- phone	<input type="checkbox"/> Absent

**C. Public Comment**

Dr. Posney commented that the Penguin Foundation held a holiday card design contest and Mikayla Taylor, a student at PDLCS was one of the ten winners.

**D. Review of Agenda**

**E. Standard Business**

**i. Meeting Minutes of the October 17, 2016 Board meeting**

**Motion:** Mr. Donahue moved to approve the October 17, 2016 meeting minutes.

**Support:** Mr. DiBenedetto seconded.

Ayes: 3    Opposed: 0

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**ii. State of the School Report**

Mrs. Rossetti presented the State of the School report. She stated that we currently have 664 students enrolled. There was an increase in the Hispanic population. She stated that the focus right now was on student retention. June and July 2015 had peak enrollment and withdrawal rates. June 2016 enrollment peak was about the same but withdrawal peaks were in August and December. Mrs. Rossetti stated that a new communication tool called Hub Spot has been purchased to replace Act On. It was noted that the link to the staffing report did not work so Mrs. Rossetti gave a brief summary. A PIMS Coordinator and a Special Education teacher would be joining the staff this month. There were 10 clubs added for students to join. PDLCS participated in Mole Week and Red Ribbon Week. Two field trips took place one on Sustainable Farming in October and one on PA History in November. Miss Berger presented on Free Tech Tools for the World Language Classroom and Mrs. Heiles and Mrs. DeRoner presented on How to Use Substitution Augmentation Modification Module as a guide to reinvent assessments.

**Motion:** Mr. DiBenedetto moved to approve the State of the School Report.

**Support:** Mr. Donahue seconded.

Ayes: 3    Opposed: 0

**iii. Financial Report**

Andrea Brauer presented the financial report. Total current assets decreased from \$3,031,698 at June 30, 2016 to \$2,924,824 at October 31, 2016. This net decrease is due primarily to a decrease in cash and a decrease in Federal Subsidies Receivables. Total cash decreased by \$301,792. Local subsidies receivables show a net positive balance of \$427,461 at October 31, 2016. Total liabilities at October 31, 2016 are at \$7,664,778 and were \$226,769 less than at June 30, 2016. The cash balance as of October 31, 2016 was at \$2,412,276 or the equivalent of 107.4 days cash on hand. This is a decrease from 168.1 days cash on hand at June 30, 2016 due primarily to the days cash need increasing from \$16,145 to \$22,454 for the current year budget. Cash needs increased because of the increase in student enrollment. The school's current ratio, a measure of its ability to meet current payment obligations stood at 3.8 at the end of October.

**Motion:** Mr. Donahue moved to approve the Financial Report.

**Support:** Mr. DiBenedetto seconded.

Ayes: 3    Opposed: 0

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**F. NEW BUSINESS**

**i. Legal: Abington Case**

Mrs. Rossetti provided information regarding a cyber school that is no longer in business not adhering to their charter. Currently there are two cyber schools and 2 brick and mortar school who filed an appellate brief Mrs. Rossetti stated that there would be a \$500 fee for joining and she felt this was worth it. Mr. Marous moved to support the motion to spend \$500 or more with the stipulation that the Trustees are notified if a cap needs to be placed.

**Motion:** Mr. DiBenedetto moved that we should join the case with a cap on expenses not to exceed \$5000.

**Support:** Mr. Donahue seconded.

Ayes: 3 Opposed: 0

**ii Network Upgrade**

Mr. Kocuba stated that the school is scheduled for a complete network upgrade for the next school year. However, he has a proposal from Cloud Cast with aggressive end of year pricing that would provide the school with a \$20,000 savings if the upgrade is done now.

**Motion:** Mr. Marous moved to approve the network upgrade.

**Support:** Mr. DiBenedetto seconded.

Ayes: 3 Opposed: 0

**G. Reminder of Next Board Meeting**

March 6, 2017 at 4:00 pm to be held at the Pennsylvania Distance Learning Charter School and by teleconference.

**H. Executive Session (if necessary)**

The Board entered into Executive Session at 5:25 pm

The Executive Session concluded at 5:55 pm

**The meeting was adjourned at 6:00 pm.**

**Motion:** Mr. Donahue moved to adjourn the meeting.

**Support:** Mr. DiBenedetto seconded the motion.

Ayes: 3 Opposed: 0

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**MINUTES CERTIFICATION**

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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Proposed minutes respectfully submitted,

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Recording Secretary, Mary Alicandro

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Date

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Board Secretary, Bill DiBenedetto

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Date

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