

**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: March 3, 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 4:03 p.m.

B. Roll Call

Board Member Attendance:

John Marous, President	<input checked="" type="checkbox"/> Present -p	<input type="checkbox"/> Absent
William Donahue, Secretary	<input checked="" type="checkbox"/> Present -p	<input type="checkbox"/> Absent
Bill DiBenedetto, Board Member	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
John Lally, Treasurer, Advisory Board Member	<input type="checkbox"/> Present	<input checked="" 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 type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Jamie Desrochers, Director SE	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Sheryl Allmon, PDLCS	<input checked="" type="checkbox"/> Present -p	<input type="checkbox"/> Absent
Michael Whisman, Charter Choices	<input checked="" type="checkbox"/> Present- p	<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 checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

C. Public Comment

D. Review of Agenda

E. Standard Business

i. Meeting Minutes of December 9, 2013

Motion: Mr. Donahue moved to approve the minutes.

Support: Mr. DiBenedetto seconded.

Ayes: 3 Opposed: 0

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ii. State of the School Report

The report was presented by Patricia Rossetti. Enrollment as of February 28, 2014 was at 502 students with 402 regular education and 100 special education. Mrs. Rossetti noted that there was not much change in student demographic or grade level. She noted that Special Education is running higher at 18%. Mrs. Rossetti stated that two staff members had left PDLCS and two staff members have joined PDLCS. Mrs. Rossetti was working on another school improvement plan, using the one that was already submitted. There were 109 students on the honor roll for the first quarter and 120 students on the honor roll for the second quarter. Mrs. Rossetti stated that the Art Club and Recorder Club were up and running. She stated that teachers are doing wonderful things to engage their students which include a World Language Pen Pal program with students from France, guest speakers in the classroom and academic Olympics. The staff is also gearing up for the PSSA exams. Mr. Marous stated that he would like to see a brief presentation at the next Board meeting from Mrs. Rossetti and Mr. Mandell about what is being done to help the teachers be better teachers and teacher evaluations.

Motion: Mr. DiBenedetto moved to approve the report.

Support: Mr. Donahue seconded.

Ayes: 3 Opposed: 0

iii. Financial Report

The report was presented by Michael Whisman. Mr. Whisman stated that the current assets increased from \$772,942 to \$859,722 in January. This was primarily due to operating activities offset by collection of federal receivables and local revenues from school districts. Total liabilities were \$256,168 which is \$154,873 higher than June 2013. This increase resulted from increases in accounts payable and accrued expenses. Cash balance is \$632,897 which is the equivalent of 46.2 days of cash on hand. The school's current ration, (ability to meet current obligations) is at 3.4 meaning that current assets are sufficient to meet current liabilities. Mr. Whisman noted that based on the current information we are currently projecting a net increase in fund balance of approximately \$549,484. Mr. Donahue asked what caused the increase with the books and periodicals. Mr. Whisman stated that it was due to the student population being higher than what was budgeted. Mr. Marous was pleased with the year-end prediction.

Motion: Mr. Donahue moved to approve the report.

Support: Mr. DiBenedetto seconded.

Ayes: 3 Opposed: 0

iv. Marketing Report

Mr. Pierce stated that the video shoot for the "Behind the Apple" campaign that was scheduled for today has been moved to Thursday, March 7. He also provided a brief summary of the campaign.

F. New Business

i. 2014-2015 School Calendar

ii. Policies

iii. Handbooks

Mr. Marous stated that there was not sufficient time to go through all the policies and handbooks at this meeting. He stated that he trusted Mrs. Rossetti's thoroughness and attention

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to detail. Mr. Marous divided the documents between the Board members for review and comment. He also asked if the employee handbook could be made more generic so only changes on an appendix could be presented at future Board meetings. The Board did approved the 2014-2015 School Calendar noting that the only changes were that school will begin September 8 and the Monday after Thanksgiving is no longer a holiday.

G. Reminder of Next Board Meeting

There was a conflict with the next Board meeting that was scheduled so the meeting was moved. The next Board meeting will be, **May 12, 2014 at 4:00 pm** to be held at the Pennsylvania Distance Learning Charter School and by teleconference.

H. Executive Session (if necessary)

I. Adjournment

The meeting was adjourned at 5:00 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