

**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: June 24, 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 -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 checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Jamie Desrochers, Director SE	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Sheryl Allmon, PDLCS	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Michael Whisman, Charter Choices	<input checked="" type="checkbox"/> Present-p	<input type="checkbox"/> Absent
Andrea Brauer, 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-p	<input type="checkbox"/> Absent

C. Public Comment - None

D. Review of Agenda

E. Standard Business

i. Meeting Minutes of May 12, 2014

Mr. Marous noted one correction to the May 12, 2014 meeting minutes. He would like the comment regarding Bocavox to read: Notice was not given to Bocavox. It was decided to wait to get a clearer picture of what Cloudcast could provide before notice would be given.

Motion: Mr. Donahue moved to approve the May 12, 2014 meeting minutes with correction noted.

Support: Mr. DiBenedetto seconded.

Ayes: 3 Opposed: 0

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ii. SY 2014-15 Budget

Mike Whisman presented the posted budget. The budget is \$6,101,546.24 and is based on an average daily membership of 580 students. Total proposed income is \$6,258,900.07. It was determined that PDLCS would continue to purchase student computers. IT support for Cloudcast is budgeted at \$410 per student and LMS/SIS is \$465 per student. Mr. DiBenedetto asked if there would be penalties if Cloudcast does not deliver or meet deadlines. Mr. Marous stated he feels confident after today's meeting that this would not be a problem.

Motion: Mr. DiBenedetto moved to approve the SY 2014-15 budget.

Support: Mr. Donahue seconded.

Ayes: 3 Opposed: 0

iii. Fund Balance Policy

Mike Whisman presented the proposed fund balance policy allowing the school to commit portions of the general fund balance to capital expenses, and committed allocations.

Motion: Mr. Donahue moved to approve the fund balance policy.

Support: Mr. DiBenedetto seconded.

Ayes: 3 Opposed: 0

iv. June 30, 2014 Fund Balance Allocation

The PA Distance Learning Charter School Board of Trustees commits the following portions of its June 30, 2014, General Fund Balance as follows: \$200,000 is committed for future capital expenditures; \$200,000 is committed for future operating costs, \$400,000 is committed to future costs associated with the increasing costs of the PSERS retirement system.

Motion: Mr. DiBenedetto moved to approve the fund balance allocation.

Support: Mr. Donahue seconded.

Ayes: 3 Opposed: 0

v. Marketing Report

This report was presented by David Pierce. Mr. Pierce stated that the Behind Our Apple campaign was well received. Our presence is all over the state with 10 billboards that will continue through August. The radio commercials are being heard. The pay per clicks campaign has resulted in 266 new leads to date. Mr. Marous suggested placing videos on the pages that are being viewed most often.

vi. System Transition Update

Mrs. Rossetti presented the update. Administrative access to the SIS began today. Mrs. Rossetti, Dr. Mandell, Mr. Kocuba and the teachers have access to the LMS course delivery and it is anticipated that only 5 courses will not be loaded into the new system by June 30, 2014.

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Full functionality completion is scheduled for August 11, 2014. Mrs. Rossetti stated there is a detailed timeline of when items are due with no more than 6 days allowed between deadlines. Mrs. Rossetti also noted that Mr. Kocuba was currently making in-house training videos.

F. Reminder of Next Board Meeting

The next Board meeting will be **Thursday, September 11, 2014 at 4:00 pm** to be held at the Pennsylvania Distance Learning Charter School and by teleconference.

H. Adjournment

The meeting was adjourned at 6:30 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

10/30/14

Date



Board Secretary, Bill Donahue

9-11-14

Date