

**Board of Trustees Meeting for
Pennsylvania Distance Learning Charter School**
2605 Nicholson Road, Suite 4100, Sewickley, PA 15143
Telephone: (888) 997-3352 Facsimile: (866) 977-3527
Website: www.padistance.org

Board Meeting

Date: July 29, 2020
Time: 2:00 pm
Location: via Teleconference
888.988.2893, access 73527

MINUTES

MEETING TYPE: Regular Special Proposed Approved

A. Call to Order

The meeting was called to order at 2:05 p.m.

B. Roll Call

Board Member Attendance:

John Marous, President	xPresent	<input type="checkbox"/> Absent
William Donahue, Vice President	xPresent	<input type="checkbox"/> Absent
Greg Dolan, Treasurer	xPresent	<input type="checkbox"/> Absent

Other Attendees:

Patricia Rossetti, Chief Executive Officer, PDLCS	xPresent	<input type="checkbox"/> Absent
Aubrey Ploesch, Elementary Principal, PDLCS	<input type="checkbox"/> Present	x Absent
Kelly Crooks, High School Principal, PDLCS	<input type="checkbox"/> Present	x Absent
Sheryl Allmon, Director of Student Services PDLCS	<input type="checkbox"/> Present	x Absent
Michael Whisman, Charter Choices	xPresent	<input type="checkbox"/> Absent
Nicholas Kocuba, Chief Operating Officer, PDLCS	<input type="checkbox"/> Present	x Absent
Leigh Anne Lord, Recording Secretary, PDLCS	xPresent	<input type="checkbox"/> Absent

C. Pledge of Allegiance

D. Public Comment - none

E. Review of Agenda

F. NEW BUSINESS

i. PDLCS Health and Safety Procedures

Mrs. Rossetti presented the Health and Safety Plan for the PDE Phased School Reopening Plan to the Board. Under the current Red Phase, only essential staff will be working in the office. Once in the Yellow or Green Phase, the school will resume an A/B rotational schedule to maintain social distancing with staff members working either an A schedule (Mon/Tues) or a B schedule (Thurs/Fri) with Wednesday used as a disinfectant day. Staff will receive training on August 3. Parents and students will receive training during school orientation. Social distancing signs have been placed. Public area capacity limits have been placed on each public area. Staff members will do their own medical check from home. By clocking in, the staff is attesting to not being ill. Any concerns will be addressed to Leigh Anne Lord, HR and Operations Coordinator. If an employee gets sick at the office, the employee will be isolated;

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the room will be held for 24 hours and then disinfected. Parents and students may contact the school nurse for health related concerns.

Mr. Marous asked if fogging was occurring. Mrs. Rossetti indicated that the common areas and restrooms are being fogged on a daily basis. The building was fogged before New Teacher Orientation. Once the A/B schedule, the building will be fogged on Wednesdays.

Mr. Dolan asked about the cost. Mrs. Rossetti responded that extra COVID cleaning, supplies, social emotional program, and the nurse funding were provided through the CARES act. This is being funded through October, 2020. He also asked why we were not doing the A/B schedule. Mrs. Rossetti explained that the essential staff has been expanded but the Governor's order indicated that if you can work remotely, you must work remotely. He also asked if we have the ability to bring staff members back to the office on the A/B schedule. Mrs. Rossetti indicated that there is a lot of personalization with this situation and our intent to continue a full time school program.

Mr. Marous asked if we had a plan of when we would be able to bring staff back full time in the office. Mrs. Rossetti indicated that the school's intent is to bring people back to an A/B as soon as possible. Going forward, it will depend upon situational changes.

Mr. Dolan asked if there was an uptick in enrollment, and a decrease in teaching staff. Mrs. Rossetti indicated we have had an increase enrollment. We have lost two employees in the Special Education department, have hired two replacements and are taking action to hire additional teachers or deploying existing qualified teachers to the special education department, if needed. There is the expectation that we could be at 1,500 students at the start of school.

Mr. Marous asked for a motion to approve the Health and Safety Reopening Plan allowing the school administrative staff to amend the plan as the situation changes with Board notification but without Board Approval.

Motion: William Donahue
Ayes: 3

Support: Greg Dolan
Opposed: 0

ii. HBK Audit Engagement

Mr. Marous indicated that the current auditors know the school and has provided consistent guidance. Given the current circumstances, it may important to maintain the current relationship and it may be prudent to investigate other auditors in future years.

Mr. Marous asked for a motion to continue with the HBK engagement.

Motion: William Donahue
Ayes: 3

Support: Greg Dolan
Opposed: 0

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G. Reminder of Next Board Meeting

To be held at the Pennsylvania Distance Learning Charter School and by teleconference on September 8, 2020.

The meeting was adjourned at 3:00 p.m.

MINUTES CERTIFICATION

Proposed minutes respectfully submitted

Leigh Anne Lord
Recording Secretary, Leigh Anne Lord

9/8/2020

Date

William Donahue
Board Secretary, William Donahue

9/8/2020

Date