

**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: October 25, 2021
Time: 4:00 pm
Location: PA Distance Learning Charter School and via
Teleconference at 888.988.2893, access 73527

MINUTES

MEETING TYPE: Regular Special Proposed Approved

A. Call to Order The meeting was called to order at 4:01 p.m.

B. Roll Call

Board Member Attendance:

John Marous, President	xPresent	<input type="checkbox"/> Absent
William Donahue, Vice President	xPresent - phone	<input type="checkbox"/> Absent

Other Attendees:

Patricia Rossetti, Chief Executive Officer, PDLCS	xPresent	<input type="checkbox"/> Absent
Aubrey Ploesch, Elementary Principal, PDLCS	xPresent - phone	<input type="checkbox"/> Absent
Kelly Crooks, Chief Academic Officer, PDLCS	xPresent	<input type="checkbox"/> Absent
Kimberly Crandall, MS Principal, PDLCA	xPresent	<input type="checkbox"/> Absent
Michael Whisman, Charter Choices	<input type="checkbox"/> Present	x Absent
Nicholas Kocuba, Chief Operating Officer, PDLCS	xPresent - phone	<input type="checkbox"/> Absent
Charles Mort, HS Principal, PDLCS	xPresent	<input type="checkbox"/> Absent
Dean Pappaterra, Chief Compliance Officer, PDLCS	xPresent	<input type="checkbox"/> Absent
Stephanie Faith, Special Education Co., PDLCS	xPresent	<input type="checkbox"/> Absent
Leigh Anne Lord, Recording Secretary, PDLCS	xPresent	<input type="checkbox"/> Absent
Jesse Bean, Partner, Charter Choices	xPresent	<input type="checkbox"/> Absent

C. Pledge of Allegiance

D. Public Comment None

E. Review of Agenda

F. NEW BUSINESS

i. Comprehensive School Improvement Three Year Plan

Mr. Marous opened the meeting indicating that this was a Special Meeting called to review and approve the 2021-2024 Comprehensive School Improvement Three Year Plan. He asked Ms. Crooks to summarize the process. Ms. Crooks reiterated that the purpose of the meeting was to gain approval of the 2021-2024 Comprehensive Plan. She also explained that the Continuous School Improvement (CSI) Plan, a one year plan, is embedded into the Comprehensive Plan, a three year plan. Targets for the CSI are revised each year. A steering committee consisting of school stakeholders (parent, student, special education, elementary, middle school, high school staff, administration and community) was established

A copy of the meeting minutes are available for public inspection at the Pennsylvania Distance Learning Charter School, 2605 Nicholson Road, Suite 4100, Sewickley, PA 15143

**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

and in early 2021, a needs assessment took place and bi-weekly, monthly and quarterly meetings were planned and executed. As a result, the draft plan was developed and in accordance with regulations, was posted to the school's website in draft form for comment for a period of 30 days. There were no questions received regarding the plan's goals, etc.

Ms. Crooks presented the priority statements and corresponding goals. Mr. Marous asked if the goals were based on improvement over a baseline. Ms. Crooks affirmed this but also indicated the goals were also based on the CSI 3-yr exit criteria. Mr. Donahue inquired as to the reasons for differences in goals per subject matter. Ms. Crooks explained the goals were based on the baseline plus a 4.6% increase as mandated by a 3-yr growth plan.

Ms. Crooks briefly explained the action steps in conjunction with the academic growth and achievement goal. These have centered on (1) enhancing teaching strategies, (2) providing feedback and conducting walkthroughs, (3) implementing targeted professional learning, (4) consistent Tier I Interventions, (5) conducting data analysis and (6) enhancing parent/student communication around the importance of benchmark assessments. She also pointed out a new action step that was not in the initial draft which included using CSI funds to implement targeted one-on-one tutoring specifically in Grades 3-8 for the PSSA and in Secondary for Algebra, Biology and English.

Each of the principals presented more detail as it pertained to their buildings. Ms. Ploesch highlighted new curricula in Elementary – a new K-5 literacy program and Zearn Math. They have also implemented collaborative sharing time with regular, special and Title I education teachers and targeted walkthroughs. Mr. Marous asked for more information on the walkthroughs. Ms. Ploesch explained that the current PDE observation process centered on four domains; however, it was only one domain, Instructional Delivery that could be observed. It is not possible to “observe” planning and preparation. However, these walkthroughs help determine how teachers were using assessments during instruction and how it influenced instruction.

Ms. Crandall also highlighted new ELA and Math curricula for Middle School and explained that the focus this year would be on new curricula for Science and Social Studies. Middle School staff were focusing on the use of data and how to plan together for formative assessment – thinking vertically and horizontally, pulling in teachers from different grade bands. Middle School staff has utilized the use of data to implement both remediation and enrichment periods. They are building student relationships, piloting Google Meets for more utilization of camera by students. Mr. Marous asked if the school could mandate the use of student cameras during live learning. Ms. Crandall indicated “yes”; however, as sometimes there were issues with lagging technology; there was not an immediate push to do so. She also stressed that many students are engaging in lessons but did not want to use the camera. Mr. Marous also asked how subjective the decisions were when looking at remediation and enrichment groups. Ms. Crandall answered that it was not subjective but based on quantifiable data.

Mr. Mort, High School Principal, first explained that it was an initial struggle with the inconsistency of data due to the turnover rates and stressed the importance of the Scantron and Star. In High School, there has been a significant push towards differentiation and they are delving into schedules in order to have a good balance of synchronous and asynchronous lessons. He indicated that the High School has utilized a balance of Learning Support and Regular Education in classes and they are primed for co-teaching possibilities. Due to inconsistencies in math benchmark scores, there is now a dedicated math interventionist. Again, professional development for the staff on a more regular basis will center on data and how to utilize it is a primary goal.

**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

Mr. Marous asked if it was feasible to look at all 1, 200 students with regards to remediation and enrichment groups. Ms. Crooks indicated that it begins at the Tier I level, using the right strategies and addressing these in the classroom. He further asked if someone could fall through the cracks. Mrs. Rossetti indicated that there is a triangulation of data to ensure this does not happen. Ms. Ploesch further explained that the goal is to get a thorough picture of a student – looking at organization, behavior, attendance, academic, social, etc. He asked how often a student be scrutinized. Mrs. Rossetti indicated: daily, to some extent; weekly; formally – bi-weekly through data team meetings; monthly through the CEO and quarterly through the steering committee.

Mr. Marous asked Mr. Mort and Ms. Crandall if there is something else they would like to see happen in the school. Mr. Mort indicated that this Comprehensive Plan was the most detailed he had ever seen. Both would like to explore the possibility of a co-teaching model. Mr. Mort also stressed having a building purpose in the school – a sense of a student body. Ms. Crandall reiterated the co-teaching model. She also would like to see training for special educations to work directly with regular education teachers. She would also like to build a culture within the student population about the purpose of the assessments.

Ms. Faith discussed the SSIP Grant. PDLCS is in the second cohort and in a six year program with sixteen other schools. Currently, there are monthly meetings targeting students with special education needs but these interventions can target all students. They are also looking at what the school can do to gain community assistance.

Ms. Crooks transitioned to explaining the next goal of Attendance – to reach an 89.6% attendance rate over the next three years. In addition, an Early Truancy Prevention Program is being developed. Mr. Pappaterra, CCO, explained the current Attendance Improvement Program and also the implementation of weekly attendance reports to the CAO and Principals. He presented data showing attendance improvements from last school year at this point in the school year to this school year. Mr. Marous asked what happens if there is no class attendance and Mr. Pappaterra explained the process.

Ms. Crooks' last goal explanation was Career Readiness. She explained that it was a continuation of what the school has implement over the last few years but is now set to tie-in social emotional learning into the career readiness program.

Mr. Marous asked for a motion to approve the Comprehensive School Improvement Three Year Plan.

Motion: William Donahue
Ayes: 2

Support: John Marous
Opposed: 0

G. Reminder of Next Board Meeting

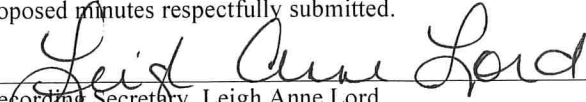
To be held at the Pennsylvania Distance Learning Charter School and by teleconference on December 6, 2021.

The meeting was adjourned at 5:21 p.m.

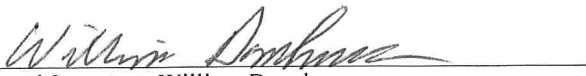
**Board of Trustees Meeting for
Pennsylvania Distance Learning Charter School**
2605 Nicholson Road, Suite 4100, Sewickley, PA 15143
Telephone: (888) 997-3352 Facsimile: (866) 977-3527
Website: www.padistance.org

MINUTES CERTIFICATION

Proposed minutes respectfully submitted.


Recording Secretary, Leigh Anne Lord

12/6/2021
Date


Board Secretary, William Donahue

12/6/2021
Date