

**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: October 29, 2018
Time: 9:30 am
Location: Pennsylvania Distance Learning Charter School
and via Teleconference

MINUTES

MEETING TYPE: Regular Special Proposed Approved

A. Call to Order

The meeting was called to order at 9:31 a.m.

B. Roll Call

Board Member Attendance:

John Marous, President	x Present	<input type="checkbox"/> Absent
William Donahue, Vice President	x Present-phone	<input type="checkbox"/> Absent
Greg Dolan, Treasurer	x Present-phone	<input type="checkbox"/> Absent

Other Attendees:

Patricia Rossetti, Chief Executive Officer, PDLCS	x Present	<input type="checkbox"/> Absent
Darla Posney, Principal, PDLCS	<input type="checkbox"/> Present	x Absent
Jamie Desrochers, Director SE, PDLCS	<input type="checkbox"/> Present	x Absent
Sheryl Allmon, Director of Student Services PDLCS	<input type="checkbox"/> Present	x Absent
Michael Whisman, Charter Choices	x Present-phone	<input type="checkbox"/> Absent
Nicholas Kocuba, Director of Technology PDLCS	<input type="checkbox"/> Present	x Absent
Kelly Crooks, Curriculum Coordinator, PDLCS	<input type="checkbox"/> Present	x Absent
Leigh Anne Lord, Recording Secretary, PDLCS	x Present	<input type="checkbox"/> Absent
Tim Gagen, Auditor, HBK	x Present	<input type="checkbox"/> Absent
Sean Kocan, Auditor, HBK	x Present	<input type="checkbox"/> Absent
Christa Foy, Auditor, HBK	x Present	<input type="checkbox"/> Absent

C. Pledge of Allegiance

D. Public Comment: None

E. Review of Agenda

F. Standard Business

i. Meeting Minutes of September 19, 2018 Board Meeting

Mr. Marous requested a motion to accept the minutes of the September 19th Board Meeting.

Motion: William Donahue
Ayes: 2

Support: John Marous
Opposed: 0

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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ii. Audit Report

Sean Kocan, HBK, delivered the results of the June 30, 2018 annual audit. He indicated that as a result of the audit, HBK would be issuing an unmodified opinion, which provides the highest level of assurance. The school remains in a very favorable position and everything is consistent year over year. He thanked the administration, Board and Charter Choices for its strong working relationship with HBK.

Mr. Marous requested a motion to accept and approve the audit reports as presented.

Motion: William Donahue
Ayes: 3

Support: Greg Dolan
Opposed: 0

G. NEW BUSINESS

i. Building Lease Option Update

Mr. Marous provided an update on the building lease options. The original building of interest, to be located on VIP Drive, is no longer a viable option. On our end, there were legal concerns regarding the builder's ability to back out of the project. Ultimately, the company backed out of continuing discussions. Several other options have been evaluated. Mr. Marous and Mrs. Rossetti have met with the JGD Partnership and are considering a lease on Building IV, Nicholson Road Campus. The builders have secured the necessary permits for the current design and the bank's has issued a letter indicating a loan will be secured. The builders will require a letter of credit as the deposit as opposed to cash. The cost of staying in the school's current location is comparable to this new location; however, student capacity will be higher in the Nicholson Road location. In addition, the current building management has not been responsive to repeated building concerns. Moving forward, a proposed lease will be delivered to us shortly, so our legal team can review the terms. The intent would be that the Board would sign the lease following the December 3rd Board meeting. The builders would break ground in May 2019 and would have the building ready for delivery in the Spring of 2020.

ii. Board Training Update

Mrs. Rossetti informed the Trustees that the Department of Education has released its online Board Training materials. In addition to this online training, she recommends that the Board also received specific training pertaining to the school and proposed a half day in-house training session. During this seminar, each of the administrators will deliver a presentation related to their specific areas of responsibility. It was agreed that this session would take place on December 3, 2018 in advance of the regularly scheduled Board meeting. All online training should be completed in advance of this session.

H. Reminder of Next Board Meeting

To be held at the Pennsylvania Distance Learning Charter School and by teleconference on December 3, 2018.


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I Executive Session (if necessary):

The special meeting concluded at 10:18 a.m.

MINUTES CERTIFICATION


Proposed minutes respectfully submitted.



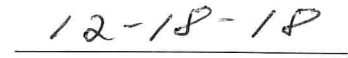
Recording Secretary, Leigh Anne Lord



Date



Board Secretary, William Donahue



Date