

**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

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**Board Meeting**

**Date:** September 8, 2015  
**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, Vice President	<input checked="" type="checkbox"/> Present-p	<input type="checkbox"/> Absent
Bill DiBenedetto, Secretary	<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, PDLCS	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Sheryl Allmon, Director of Student Services PDLCS	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Michael Whisman, Charter Choices	<input checked="" type="checkbox"/> Present-p	<input type="checkbox"/> Absent
Nicholas Kocuba, Director of Technology PDLCS	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
David Pierce, Public Relations PDLCS	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Mary Alicandro, Recording Secretary, PDLCS	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Tracey Colbert, Teacher, PDLCS	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Karen Clutter, Special Education Teacher, PDLCS	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

- C. Public Comment** - Mrs. Rossetti provided the following update on a former student. This student attended HACC after graduation from PDLCS. He is now a crew chief/sergeant for EMS in South Carolina. He will be returning to school to begin his pre-med studies in pursuit of becoming an emergency room physician. He wanted to thank his math teacher, Mr. Kocuba for the extra push in math allowing him to test out of college level math classes.

**D. Review of Agenda**

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**E. Standard Business**

**i. Meeting Minutes of June 22, 2015 and Special Board Meeting Minutes of December 15, 2014.**

**Motion:** Mr. DiBenedetto moved to approve the June 22, 2015 meeting minutes and the special board meeting minutes of December 15, 2014.

**Support:** Mr. Donahue seconded.

Ayes: 3    Opposed: 0

**ii. State of the School Report**

Mrs. Rossetti presented the State of the School report. She stated that the current student census was at 499. The population is made up of 48% male and 52% female. There are currently 405 regular education students and 94 special education students. The staff is made up of 42 full-time employees and 2 part-time employees. There was an additional 7-12 grade math teacher hired that was not in the original budget to allow Mr. Kocuba to focus on his duties as Director of Technology. Mrs. Rossetti provided an update of Public Relations stating that Mr. Pierce has been very busy over the summer updating the website and is currently providing support in the Enrollment Department. Mr. DiBenedetto asked for an update on enrollment numbers. Mrs. Rossetti stated that the September 3 start date had 60 students and that there were 50 new leads over the weekend.

**Motion:** Mr. Donahue moved to approve the State of the School Report.

**Support:** Mr. DiBenedetto seconded.

Ayes: 3    Opposed: 0

**iii. Financial Report**

Mike Whisman provided the financial report stating that the total current assets decreased from \$1,780,424 to \$1,760,730. The net decrease was due primarily to a decrease in cash, offset by an increase in local receivables from school districts. Total liabilities of \$403,216 were \$43,340 higher than June 30, 2015. This net increase resulted from an increase in the balance to the PNC credit card, accounts payable and accrued expenses. The cash balance of \$1,041,671 is equivalent of 54.9 days of cash on hand. Mr. Whisman stated that the audit field work occurred on August 25 and 26 and there have been no adjustments proposed at this time. Mrs. Rossetti stated the PNC line of credit will be used for student computers as was the case in previous years.

**Motion:** Mr. Donahue moved to approve the financial report.

**Support:** Mr. DiBenedetto seconded.

Ayes: 3    Opposed: 0

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**F. NEW BUSINESS**

**i. School Calendar Update**

Mrs. Rossetti asked that the 2015-16 school calendar be updated to include the moving of the Graduation ceremony to June 11, 2015, May Benchmark Testing to the first week of May and removal of March 23 as a full-day of school.

**Motion:** Mr. DiBenedetto moved to approve the changes to the 2015-16 school calendar.

**Support:** Mr. Donahue seconded.

Ayes: 3    Opposed: 0

**ii. Child Find Policy Update**

The child find policy was updated to reflect the change of mental retardation to intellectual disability and the addition of speech and language therapy as a related service.

**Motion:** Mr. Donahue moved to approve the amended Child Find Policy to include up-to-date language.

**Support:** Mr. DiBenedetto seconded.

Ayes: 3    Opposed: 0

**ii. Health Care Change**

Due to the increased cost to employees under the Highmark BCBS renewal Mapped Shared PPO \$1,500 plan, it is moved the school contract with Aetna through our insurance broker, eXude Inc. to provide a comparable healthcare plan for employees and remove employee premium contribution effective October 1, 2015.

**Motion:** Mr. DiBenedetto moved to approve the change in health care.

**Support:** Mr. Donahue seconded.

Ayes: 3    Opposed: 0

**iv. Chester Upland SD Joint Petition**

It is moved the school jointly file a petition with three other cyber school for representation from The MacMain Law Group, LLC to oppose the decrease in cyber school funding proposed in the Chester Upland School District Amended Recovery Plan, upon receipt of agreement with the school's counsel, Buchanan Ingersoll.

**Motion:** Mr. Donahue moved to

**Support:** Mr. DiBenedetto seconded.

Ayes: 3    Opposed: 0

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**v. Executive Session approval for 3 students**

(Approved Private Schools (Executive Email Session held on July 25, 2015))

1. Student 1: Kindergarten student unable to participate in our online learning environment due to severity of disability.
  - a. Placement at an approved private school (APS) for 2015 Extended School Year (ESY) services and contracted bus transportation to and from the APS.
  - b. Placement at an approved private school (APS) for the 2015-16 school year and contracted bus transportation to and from the APS.
  - c. Parent waived all issues brought up in the threat of due process concerning FAPE, for individual school staff actions, as well as for PA Distance Learning CS and the APS in the 2014-15 and 2015-16 school year.
  - d. Student is to be evaluated in the spring of 2016 for a determination of ESY and IEP for the 2016-17 school year.
  - e. Legal fees to the parent's attorney of \$2,950.00; transportation is \$150 per day; and APS full tuition is \$42,000, but we are able to get a 60/40 slot (4010) which brings the tuition rate to approximately \$17,000 for year.
  
2. Settlement Student 2: Fourth grade student unable to participate in our online learning environment due to severity of disability.
  - a. Parent to be reimbursed for transportation during 2014-15 of \$1,218.00.
  - b. Placement at an approved private school (APS) for the 2015-16 school year and contracted bus transportation to and from the APS.
  - c. Parent waived all issues brought up in the threat of due process concerning FAPE, for individual school staff actions, as well as for PA Distance Learning CS and the APS in the 2014-15 and 2015-16 school year.
  - d. Student is to be evaluated in the spring of 2016 for a determination of ESY and IEP for the 2016-17 school year. \*Student must withdraw from PDLCS as within 10 days of the 2015-16 school year ending.
  - e. Legal fees to the parent's attorney of \$8,000.00; transportation is \$120 per day; and APS full tuition is \$42,589, but we are able to get a 60/40 slot (4010) which brings the tuition rate to approximately \$17,000 for year.
  
3. Student 3: Kindergarten student unable to participate in our online learning environment due to severity of disability.
  - a. Placement at an approved private school (APS) for 2015 Extended School Year (ESY) services and contracted bus transportation to and from the APS.
  - b. Placement at an approved private school (APS) for the 2015-16 school year and contracted bus transportation to and from the APS.
  - c. Parent waived all issues brought up in the threat of due process concerning FAPE, individual school staff actions, as well as for PA Distance Learning CS in the 2014-15 and 2015-16 school year.
  - d. Student is to be evaluated in the spring of 2016 for a determination of ESY and IEP for the 2016-17 school year.

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- e. Legal fees to the parent's attorney of \$12,000.00; transportation is \$175 per day; and APS full tuition is \$42,589, but we are able to get a 60/40 slot (4010) which brings the tuition rate to approximately \$17,000 for year.

**Motion:** Mr. Donahue moved to approve the APS for the three students as detailed by Mrs. Rossetti.

**Support:** Mr. DiBenedetto seconded.

Ayes: 3 Opposed: 0

**vi. Employee Handbook**

Mrs. Rossetti asked if a board member would like to be on the committee to update the employee handbook. It was determined that the board would review a red-lined version of the handbook approved by Mrs. Rossetti.

**G. Reminder of Next Board Meeting**

December 7, 2015 at 4:00 pm to be held at the Pennsylvania Distance Learning Charter School and by teleconference.

**H. Executive Session (if necessary)**

The Board of Trustees entered into executive session at 5:17 pm

The Board of Trustees ended the executive session at 5:36 pm reconvening the public session.

**I. Adjournment**

The meeting was adjourned at 5:37 pm.

**Motion:** Mr. DiBenedetto moved to adjourn the meeting.

**Support:** Mr. Donahue seconded the motion.

Ayes: 3 Opposed: 0

**MINUTES CERTIFICATION**

Proposed minutes respectfully submitted,

\_\_\_\_\_  
Recording Secretary, Mary Alicandro

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Secretary, Bill DiBenedetto

\_\_\_\_\_  
Date