

**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: March 7, 2022
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 4:03 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 -	<input type="checkbox"/> Absent
Kelly Crooks, Chief Academic Officer, PDLCS	xPresent	<input type="checkbox"/> Absent
Kimberly Crandall, MS Principal, PDLCA	xPresent -phone	<input type="checkbox"/> Absent
Michael Whisman, Charter Choices	x Present	<input type="checkbox"/> Absent
Nicholas Kocuba, Chief Operating Officer, PDLCS	x Present	<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
Sheryl Allmon, Procurement Coordinator, PDLCS	xPresent	<input type="checkbox"/> Absent
Brandon Payne, School Counselor, PDLCS	xPresent -phone	<input type="checkbox"/> Absent
Katie Mihoerck, School Counselor, PDLCS	xPresent -phone	<input type="checkbox"/> Absent
Peter Mysels, Teacher, PDLCS	xPresent -phone	<input type="checkbox"/> Absent
Jaxon Jerico, Student, PDLCS	xPresent -phone	<input type="checkbox"/> Absent

C. Pledge of Allegiance

D. Public Comment None

E. Review of Agenda

F. Standard Business

i. Meeting Minutes of December 6, 2021 Board Meeting

Mr. Marous asked for a motion to approve the minutes of the December 6, 2021 Board Meeting with the following minor changes: (1) ii under New Business, change the wording of "barring no findings" to "barring any findings", (2) iv under New Business, change the wording concerning

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that the fund balance might be a bit low to make it more contextual given the current situation; (3) xii under New Business; change the sentence, “If the suspense is met, the relationship will continue.” to “ If the list of requirements are met, the relationship will continue.” Also remove the motion to approve the SIS Recommendation.

Mr. Donahue made the motion – so moved.

Ayes: 2

Opposed: 0

ii. Financial Report

Mr. Whisman presented the financial reports from January 2022. He indicated that the current ratios were very healthy and the trends are as expected. While the ADM was budgeted at 1,364 students, the current ADM is 1,460 so the February financial statements will be a more accurate financial picture. Mrs. Rossetti indicated that she, along with Charter Choices, had begun work on the draft SY22-23 budget.

Mr. Marous thanked Mr. Whisman for the continued efforts and asked for a motion to approve the financial statements as presented. Mr. Donahue made the motion – so moved.

Ayes: 2

Opposed: 0

iii. State of the School Report

Mrs. Rossetti presented the State of the School report. She indicated that the demographics of student enrollment have remained steady. While 9th grade continues to have the highest enrollment numbers, enrollment numbers are also high for fifth, sixth, seventh and eighth grades; prompting additional sections for certain subjects. In response to Mr. Marous’ question regarding how low income determinations are made, Mrs. Rossetti explained the process. She also presented an update on the training that she and the other academic administrators have been participating in which may result in a future recommendation to the Board to change the school’s Mission and Vision Statements. In addition, this training, which is centering on Teacher Clarity, will be rolled out to the academic teams during Back to School 22-23.

Mr. Donahue inquired as to whether or not the Parent Impact Coordinator had been hired. Mrs. Rossetti indicated that the position description was still being developed and the position may be renamed Parent Connection Specialist. Once this is complete, the position will be posted and the school would like someone in place sooner as opposed to later.

Mr. Donahue asked if other cyber charters were retaining students or were these students returning to their home districts? Mrs. Rossetti explained that those cyber charters that have grown in enrollment are retaining students; however, not all cyber charter schools have seen growth during the pandemic.

Mr. Marous asked for a motion to approve the State of the School Report as presented. Mr. Donahue made the motion – so moved.

Ayes: 2

Opposed: 0

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G. New Business

i. Student Update – Jaxon Jerico

Unfortunately, the student had to leave the meeting for an appointment and was unable to make his report. Mr. Marous suggested that student updates be completed at the commencement of future meetings.

ii. Staff member insurance opt-out payment increase for SY22-23 and Tuition Reimbursement increase for SY22-23.

Mrs. Rossetti presented a recommendation to increase the insurance opt out payment, currently set at \$2,000 per year to \$3,000 per year. She also recommended that the Tuition Reimbursement allowance be increased from \$2,250 per school year to \$3,000. She indicated that these amounts have not changed in over ten years. Mr. Donahue recommended that these be reviewed annually when the school reviews its entire benefits package.

Mr. Marous asked for a motion to adjust funding limits for these two programs as presented. Mr. Donahue made the motion – so moved.

Ayes: 2

Opposed: 0

iii. Procurement Using Grant Funds Board Policy Update

Mr. Pappaterra presented the policy update indicating that changes were minor and in alignment with Department of Labor changes.

Mr. Marous asked for a motion to approve the updated Board Policy. Mr. Donahue made the motion – so moved.

Ayes: 2

Opposed: 0

iv. Health and Safety Plan Update

Mr. Kocuba explained that the School continues to follow CDC guidelines with regards to the pandemic. As of February 28, 2022, mask wearing at the school is optional. He did stress; however, that staff members should follow the guidelines presented by each county or venue when travelling on school business.

H. Reminder of Next Board Meeting

Mr. Marous indicated a conflict for the May 2, 2022 Board Meeting. The meeting was changed to May 9, 2022 to be held at the Pennsylvania Distance Learning Charter School and by teleconference.


I. Executive Session (if necessary)

The meeting adjourned at 5:03 p.m. An Executive Session was not called.

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MINUTES CERTIFICATION

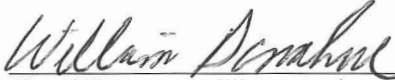
Proposed minutes respectfully submitted.



Recording Secretary, Leigh Anne Lord



Date



Board Secretary, William Donahue

5/15/2022

Date