

**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 17, 2023
Time: 8:30 am
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 8:32 a.m.

B. Roll Call

Board Member Attendance:

John Marous, President	x Present - phone	<input type="checkbox"/> Absent
William Donahue, Vice President	x Present - phone	<input type="checkbox"/> Absent
Stephen Catanzarite, Trustee	<input type="checkbox"/> Present	x Absent

Other Attendees:

Michael Leitera, CEO, PDLCS	x Present	<input type="checkbox"/> Absent
Aubrey Ploesch, Elementary Principal, PDLCS	x Present	<input type="checkbox"/> Absent
Kelly Crooks, Chief Academic Officer, PDLCS	x Present	<input type="checkbox"/> Absent
Kimberly Crandall, MS Principal, PDLCS	x Present	<input type="checkbox"/> Absent
Michael Whisman, Charter Choices	<input type="checkbox"/> Present	x Absent
Nicholas Kocuba, Chief Operating Officer, PDLCS	<input type="checkbox"/> Present	x Absent
Charles Mort, HS Principal, PDLCS	x Present	<input type="checkbox"/> Absent
Dean Pappaterra, Chief Compliance Officer, PDLCS	x Present	<input type="checkbox"/> Absent
Robert DiGiandomenico, Dir of Comms, PDLCS	<input type="checkbox"/> Present	x Absent
Stephanie Faith, Special Education Co., PDLCS	x Present	<input type="checkbox"/> Absent
Leigh Anne Lord, Recording Secretary, PDLCS	x Present	<input type="checkbox"/> Absent
Sheryl Allmon, Procurement Coordinator, PDLCS	x Present - phone	<input type="checkbox"/> Absent

C. Pledge of Allegiance

D. Public Comment: none

E. Review of Agenda

F. New Business

i. PA Distance Learning Charter School Charter Renewal

Mr. Marous provided background information regarding the school's ongoing charter renewal process. Throughout the process, the School has entered into positive dialogue with the Department of Education. As part of the renewal process, PDE has indicated five parameters that must be improved upon in order for the school to exit from its current CSI (Continuous School Improvement) designation. Until such time, the school would be limited to an enrollment of no more than 10% more

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students from the highest enrollment rates over the three previous years. This is a change from their previous stance of an enrollment parameter of 10% higher than the previous year's October 1st reported enrollment.

Mr. Marous asked Dr. Leitera to recap the other parameters needed for the CSI designation exodus. We have currently met or exceeded two of the parameters: Attendance and Career Readiness. The school needs to meet a graduation rate of 67% in 2025 at the end of the current CSI designation period. Our current rate for 2021-2022 is 55%. This is our current rate since graduation is a lagging indicator by one year. Finally, composite academic achievement scores in English/Language Arts, Math and Science would need to be met. While the school did accept the exit criteria set for graduation, career standards and attendance, the school did counter the academic achievement composite score parameter due to several factors, including student transience and time in our academic programs. However, in order for the state to meet ESSA requirements, which are federal, PDE has indicated that these measures would have to be met.

Mr. Marous indicated that while some schools are contemplating legal action to eliminate the enrollment cap; his intuition as a single trustee is that litigation would not be a desired strategy. The other trustees agreed. However, if there are changes to the law, the School may pursue a different course of action based on the outcome. PDE has agreed to meet with the school if legislation changes in order to discuss the effects of the legislation and/or financial repercussions to the School should funding changes occur.

Mr. Marous made a motion to approve PDE's charter renewal decision. Mr. Donahue seconded. The motion carried unanimously.

Ayes: 2

Opposed: 0

ii. ii. Board Policy Updates – Special Education

In preparation for the Special Education Department's Cyclical Monitoring, Dr. Leitera explained that several Board Policies were examined by legal counsel and minor changes were made to two of the policies and one policy was created. Ms. Faith, Special Education Coordinator indicated that these policies were last updated in December 2017 in advance of the last audit.

Ms. Faith first presented the Child Find Policy. She explained that the current policy was more procedural in nature and had items that did not need to be included. Legal counsel has tailored the policy to be reflective of the responsibilities of public charter school and more explicit.

Mr. Marous made a motion to approve the Child Find policy. Mr. Donahue seconded. The motion carried unanimously.

Ayes: 2

Opposed: 0

Ms. Faith then detailed the changes to the Positive Behavior Support Plan and Restraints Policy. Legal counsel's review and revision detailed changes in seclusion and restraint wording in order to be compliant with recent regulations. There were also sections in the old policy that were not required and therefore deleted. She reiterated that the changes were not expansive. Mr. Marous pointed out that these policies should cover what is required by regulation but not be so procedural that the School would lose track of the requirement.

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Mr. Marous made a motion to approve the Positive Behavior Support Plan and Restraints Policy. Mr. Donahue seconded. The motion carried unanimously.

Ayes: 2

Opposed: 0

The third policy update was actually the creation of a new policy entitled Student Educational Records Policy. While confidentiality has been addressed in the School's Student Handbook, legal counsel indicated that a specific policy was needed in order to address the questions presented in the audit preparation documents. While this policy is extensive, Ms. Faith outlined four areas that are required to be covered. Mr. Pappaterra indicated that nothing in this new policy contradicts what we currently express in our handbooks. The policy will again be reviewed by legal counsel and paired down to only what is required and will be voted upon in the December 2023 Board Meeting.

B. Reminder of Next Board Meeting

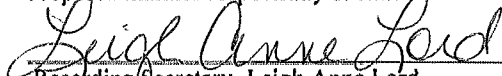
To be held at the Pennsylvania Distance Learning Charter School and by teleconference on December 4, 2023.

C. Executive Session (if necessary)

The meeting adjourned at 9:18 a.m.

MINUTES CERTIFICATION

Proposed minutes respectfully submitted.



Recording Secretary, Leigh Anne Lord

12-5-23
Date



Board Secretary, William Donahue

12-5-23
Date