

DMA Board Meeting Minutes
Date: 10/26/2015
Start Time: 1730 Eastern
Meeting Duration: 1 hour 30 minutes
Adjourn Time: 1900 Eastern

Present: Victoria Alexitch, Brad Bugher, Tony Bariglio, Kimberly Bryson, David Call, Ed Capodanno, Al DiEmedio, Don Fulton, Ken Gatson, Sharon Kurfuerst, Anthony Pullella, Dennis Rochford, Doug Hershman, Dave Geiger, Bob Hill, Joseph Yacyshyn

Excused: John DiEleuterio

Guests: Debra Certesio, Linda Brizendine, Representatives from Barbacane-Thornton

TOPIC	DISCUSSION	ACTION
<ul style="list-style-type: none"> • Call to Order 	<ul style="list-style-type: none"> • Meeting was called to order by Chairman Capodanno at 1730 • Pledge of Allegiance/Moment of Silence observed 	<ul style="list-style-type: none"> • None required
<ul style="list-style-type: none"> • Secretary's Report 	<ul style="list-style-type: none"> • Minutes reviewed; Secretary Kurfuerst requested a motion to approve the minutes of the September Board Meeting: <ul style="list-style-type: none"> ○ Motion to approve: Fulton ○ Second: Rochford ○ Additional discussion: None ○ Vote: Unanimous approval 	<ul style="list-style-type: none"> • None required
<ul style="list-style-type: none"> • Departmental Report - Math 	<ul style="list-style-type: none"> • Written report reviewed by Ms. Brizendine, Math Department Chair; highlights included: <ul style="list-style-type: none"> ○ Department has an emphasis on students and their readiness for the workplace or next higher level of education ○ Based math skills class is available for Freshman who are weak in math ○ Department would like to have more classes available but are limited with only having 4 faculty ○ RTI math is available for those with IEPs/504 plans/overall weak math skills 	<ul style="list-style-type: none"> • None required

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	<ul style="list-style-type: none"> ○ AP calculus – considering a flipped classroom model ○ Department currently has 1 of their 4 faculty without a permanent classroom ○ Would like to add another teacher to decrease class sizes and add more math offerings ○ Math department thinks highly of school administration ○ Question from Chairman Capodanno: what is the ideal class size compared to where you are now? Response: currently between 18 and 32 depending on class – ideal is 24 ○ Question from Ms. Bryson: what does the department do to assist with SAT preparation? Response: after school tutoring 3 days/week, practice problems given similar to those on SATs ○ Question from Mr. Yacyshyn: does a teacher getting certified to teach AP classes increase their salary? Response: No 	
<ul style="list-style-type: none"> ● Audit Report 	<ul style="list-style-type: none"> ● Representatives from Barbacane –Thornton thoroughly reviewed the school’s audit report with the Board ● Chairman Fulton requested a motion to accept the audit report: <ul style="list-style-type: none"> ○ Motion to approve: Fulton ○ Second: Bariglio ○ Additional discussion: None ○ Vote: Unanimous acceptance 	<ul style="list-style-type: none"> ● None required
<ul style="list-style-type: none"> ● Commandant’s Report 	<ul style="list-style-type: none"> ● Commandant Pullella provided his monthly report noting highlights from the written report: <ul style="list-style-type: none"> ○ Spirit Week was positive ○ Open House for potential new cadets is scheduled for 10/31/15 	<ul style="list-style-type: none"> ● None required

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	<ul style="list-style-type: none"> ○ Veterans breakfast scheduled for 11/6/15 ○ Falls sports teams are doing exceptionally well ○ Longwood grant addendum submitted; expect answer the 3rd week of November ○ Grant to the Welfare Foundation for 150K was submitted ○ Coffee with the Commandant invitation has been finalized ○ College Application Week was a huge success ○ Discussion held regarding recent departure of school nurse ○ PTA elections were held 10/15/15 and a full PTA Board is now in place ○ Charter renewal approval timeline delayed due to Red Clay priorities 	

<ul style="list-style-type: none"> • Treasurer's Report 	<ul style="list-style-type: none"> • Treasurer Alexitch provided the monthly report. Highlights include: <ul style="list-style-type: none"> ○ Budget is 24.5% for this point in the fiscal year versus planned costs of 25% ○ Professional services and debt services appear to be over budget, primarily due to lump sum payments ○ There has been an erroneous payment of property tax for which a refund is being sought ○ Treasurer Alexitch requested a motion to approve the September Budget Report: <ul style="list-style-type: none"> ▪ Motion to approve: Hershman ▪ Second: Yacyshyn ▪ Additional discussion: None ▪ Vote: Unanimous approval 	<ul style="list-style-type: none"> • None required
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	<ul style="list-style-type: none"> ○ 990 tax return is on schedule to file ○ BNY CD purchase is completed with the purchase of 6 CDs ○ As of February 2016, new P-Cards will be issued containing microchip technology; cards will either be for purchases or for travel (separate cards) ○ Student Booster Clubs are now submitted budget reports to CFO Gatson with a copy cc'd to Treasurer Alexitch ○ The first capital campaign check in the amount of 5K has been received ○ CFO Gatson attended the Charter School Business Managers Meeting on 10/21/15 	
<ul style="list-style-type: none"> ● Governance Committee 	<ul style="list-style-type: none"> ● Review of by-laws has been initiated with redlined copy distributed to all Board members ● Rationale was reviewed regarding recommended changes to by-laws; changes will be voted on in November ● Over the course of the fiscal year, the Committee will review the by-laws section by section and make additional recommendations for changes 	<ul style="list-style-type: none"> ● Ongoing review of by-laws by Committee throughout remainder of FY.
<ul style="list-style-type: none"> ● Finance Committee 	<ul style="list-style-type: none"> ● Combined as above with Treasurer's Report 	<ul style="list-style-type: none"> ● None required
<ul style="list-style-type: none"> ● Academic Excellence Committee 	<ul style="list-style-type: none"> ● Metrics for staff bonuses were distributed and discussed at length and proposed process for administration described 	<ul style="list-style-type: none"> ● Questions or input regarding the metrics should be submitted to Secretary Kurfuerst no later than November 5th
<ul style="list-style-type: none"> ● Citizen Budget Oversight Committee 	<ul style="list-style-type: none"> ● Report combined with Treasurer's report 	<ul style="list-style-type: none"> ● None required
<ul style="list-style-type: none"> ● Fundraising Development Committee 	<ul style="list-style-type: none"> ● An interim report from Growth Consulting was requested; as of 10/13/15, 21 of 37 interviews have been completed ● Looking for Board members to attain a 100% capital campaign giving rate ● Final feasibility study results to be presented at the November Board meeting ● Need continued support for people to attend Coffee 	<ul style="list-style-type: none"> ● Board members to send names of potential donors/attendees for Coffee with the Commandant to Commandant Pullella

	with the Commandant	
<ul style="list-style-type: none"> • New Business 	<ul style="list-style-type: none"> • CM At Risk Selection <ul style="list-style-type: none"> ○ Process reviewed regarding how candidates were selected ○ For all candidates, both cost for pre-con as well as a guaranteed max price were requested; also looked at experience, team assembly, knowledge of domes, back office resources ○ Selected Wohlsen Construction ○ Chairman Capodanno requested a motion to approve the selection of Wohlsen as the CM At Risk: <ul style="list-style-type: none"> ▪ Motion to approve: Hill ▪ Second: Bariglio ▪ Additional discussion: None ▪ Vote: Unanimous approval • Capital Campaign Board Pledge <ul style="list-style-type: none"> ○ Chairman Capodanno and Mr. Fulton will take the lead on Board solicitation ○ Staff will be a second round of solicitations ○ Expecting 100% contribution from the Board ○ Would like a combined total of 100K from the Board over a 3 year period 	<ul style="list-style-type: none"> • None required
<ul style="list-style-type: none"> • Old Business 	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • None required
<ul style="list-style-type: none"> • Additional Items from the Floor 	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • None required
<ul style="list-style-type: none"> • Next Board Meeting 	<ul style="list-style-type: none"> • The next Board meeting is scheduled for Monday, November 16th at 5:30 pm at DMA 	<ul style="list-style-type: none"> • None required
<ul style="list-style-type: none"> • Adjournment 	<ul style="list-style-type: none"> • Hearing no additional business, Chairman Capodanno adjourned the meeting 	<ul style="list-style-type: none"> • None required

Respectfully Submitted,

Sharon Kurfuerst

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