

**DMA Board Meeting Minutes**  
**Date:** 04/26/2016  
**Start Time:** 1800 Eastern  
**Meeting Duration:** 1 hours 20 minutes  
**Adjourn Time:** 1920 Eastern

**Present:** Brad Bugher, Tony Bariglio, Ed Capodanno, Sharon Kurfuerst, Doug Hershman, Dave Geiger, David Call, Anthony Pullella, Al DiEmedio, John DiEleuterio, Victoria Alexitch

**Excused:** Bob Hill, Don Fulton, Dennis Rochford, Kenneth Gatson, Joseph Yacyshyn, Kimberly Bryson

**Guests:** Danielle White

TOPIC	DISCUSSION	ACTION
<ul style="list-style-type: none"> <li>• Call to Order</li> </ul>	<ul style="list-style-type: none"> <li>• Meeting was called to order by Chairman Capodanno at 1800</li> <li>• Pledge of Allegiance/Moment of Silence observed</li> </ul>	<ul style="list-style-type: none"> <li>• None required</li> </ul>
<ul style="list-style-type: none"> <li>• Secretary's Report</li> </ul>	<ul style="list-style-type: none"> <li>• Minutes reviewed; Secretary Kurfuerst requested a motion to approve the minutes of the March Board Meeting:               <ul style="list-style-type: none"> <li>○ Motion to approve: Bugher</li> <li>○ Second: Bariglio</li> <li>○ Additional discussion: None</li> <li>○ Vote: Unanimous approval</li> </ul> </li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• None required</li> </ul>
<ul style="list-style-type: none"> <li>• Departmental Report – Foreign Language (Spanish)</li> </ul>	<ul style="list-style-type: none"> <li>• Written report reviewed by Mrs. White, Foreign Language Department Chair; highlights included:               <ul style="list-style-type: none"> <li>○ Department has 3 members total; has had significant turnover in last several years</li> <li>○ Overview of grade-by-grade curriculum provided</li> <li>○ No special programs are underway presently but the department is exploring the possibility of an AP</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• None required</li> </ul>

TOPIC	DISCUSSION	ACTION
	<p>Spanish course as well as future study abroad opportunities</p> <ul style="list-style-type: none"> <li>○ Number one priority is that the department needs consistent Internet connectivity and hardware upgrades; bandwidth is a consistent problem related to access</li> <li>○ Would like in the future to consider more community connection with bilingual schools, the Latin American Community Center, and other community partners who could enrich the learning experience around a second language for students</li> </ul>	
<ul style="list-style-type: none"> <li>● Chairman's Report</li> </ul>	<ul style="list-style-type: none"> <li>● Chairman Capodanno discussed the fact that negotiations have been completed with Wohlsen Construction for a total cost of 650K including pre-construction costs; expecting contract to be fully executed in the next 7-10 days</li> <li>● Permitting is currently on track</li> <li>● Anticipate a groundbreaking ceremony on July 29<sup>th</sup></li> <li>● Brownfield monies have been secured; discussion was held regarding the recent changes in Dover around these monies but it appears there will not be a direct impact on DMA</li> </ul>	<ul style="list-style-type: none"> <li>● None required</li> </ul>
<ul style="list-style-type: none"> <li>● Commandant's Report</li> </ul>	<ul style="list-style-type: none"> <li>● Commandant Pullella reviewed his report including the following highlights: <ul style="list-style-type: none"> <li>○ Overview provided of how minor cap monies would be spent this summer; a final list of proposed items will be presented to the Board when ready</li> <li>○ Upcoming school events schedule was provided including graduation on June 3rd</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Commandant Pullella to provide the Board with a list of proposed items for use of minor cap funds</li> <li>● Bill Riley to attend May Board meeting to discuss options for upgrading bandwidth and IT network</li> </ul>

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	<ul style="list-style-type: none"> <li>○ Work continues on capital campaign brochures</li> <li>○ Tony Fusco has agreed to be the honorary chair for the capital campaign; still seeking a working chair</li> <li>○ Work continues on the upgrading of the bandwidth issues with assistance from E-rate funds and the guidance of Bill Riley; Mr. Riley will present options for upgrades at the May Board meeting.</li> <li>○ An assembly was held with all students on April 27<sup>th</sup> as a follow up to the recent in-school violence at Howard High</li> <li>○ Discussions regarding a dual enrollment program with Del Tech are ongoing</li> </ul>	
<ul style="list-style-type: none"> <li>● Treasurer's Report</li> </ul>	<ul style="list-style-type: none"> <li>● Ms. Alexitch provided the monthly report. Highlights include: <ul style="list-style-type: none"> <li>○ Budget is on target for this point in the fiscal year; at 71% of budget</li> <li>○ Several audits have occurred within the last several months including by the Division of Accounting and the Auditor's Office; no issues have been noted on any of the audits</li> </ul> </li> <li>● Ms. Alexitch requested a motion to approve the March budget and financials: <ul style="list-style-type: none"> <li>○ Motion to approve: DiEleuterio</li> <li>○ Second: Hershman</li> <li>○ Additional discussion: None</li> <li>○ Vote: Unanimous approval</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● None required</li> </ul>
<ul style="list-style-type: none"> <li>● Governance Committee</li> </ul>	<ul style="list-style-type: none"> <li>● Committee is working on a slate to present to the Board of potential new Board members including a CPA, attorney, alum, and new parent</li> </ul>	<ul style="list-style-type: none"> <li>● None required</li> </ul>
<ul style="list-style-type: none"> <li>● Finance Committee</li> </ul>	<ul style="list-style-type: none"> <li>● Combined as above with Treasurer's Report</li> </ul>	<ul style="list-style-type: none"> <li>● None required</li> </ul>
<ul style="list-style-type: none"> <li>● Academic Excellence Committee</li> </ul>	<ul style="list-style-type: none"> <li>● Overview was provided of the last 2 meetings which have focused on ensuring that there is an</li> </ul>	<ul style="list-style-type: none"> <li>● Mrs. Certesio to present academic update/goals/outcomes at May Board</li> </ul>

	<p>action plan in place to achieve the goals/outcomes documented in the most recent Middle States Report as well as those agreed to as part of the Longwood Foundation grant application</p> <ul style="list-style-type: none"> <li>• Discussion was held regarding the change in the SAT scoring process and the impact this has on the goal provided to Longwood; group will continue to work on an alternate goal to be submitted to Longwood as a substitution</li> <li>• Mrs. Certesio will provide an update at the May Board meeting regarding action plans in place to measure academic achievement and outcomes per the above</li> </ul>	meeting.
<ul style="list-style-type: none"> <li>• Citizen Budget Oversight Committee</li> </ul>	<ul style="list-style-type: none"> <li>• Report combined with Treasurer's report</li> </ul>	<ul style="list-style-type: none"> <li>• None required</li> </ul>
<ul style="list-style-type: none"> <li>• Fundraising Development Committee</li> </ul>	<ul style="list-style-type: none"> <li>• Report deferred for this month.</li> </ul>	<ul style="list-style-type: none"> <li>• None required</li> </ul>
<ul style="list-style-type: none"> <li>• New Business</li> </ul>	<ul style="list-style-type: none"> <li>• None.</li> </ul>	<ul style="list-style-type: none"> <li>• None required</li> </ul>
<ul style="list-style-type: none"> <li>• Old Business</li> </ul>	<ul style="list-style-type: none"> <li>• None</li> </ul>	<ul style="list-style-type: none"> <li>• None required</li> </ul>
<ul style="list-style-type: none"> <li>• Additional Items from the Floor</li> </ul>	<ul style="list-style-type: none"> <li>• None</li> </ul>	<ul style="list-style-type: none"> <li>• None required</li> </ul>
<ul style="list-style-type: none"> <li>• Next Board Meeting</li> </ul>	<ul style="list-style-type: none"> <li>• The next Board meeting is scheduled for Monday, May 23rd at 6:00 pm at DMA</li> </ul>	<ul style="list-style-type: none"> <li>• None required</li> </ul>
<ul style="list-style-type: none"> <li>• Adjournment</li> </ul>	<ul style="list-style-type: none"> <li>• Hearing no additional business, Chairman Capodanno adjourned the meeting</li> </ul>	<ul style="list-style-type: none"> <li>• None required</li> </ul>

Respectfully Submitted,



Sharon Kurfuerst