

DMA Board Meeting Minutes
Date: March 27, 2023
Start Time: 1800 hours
Adjourn Time: 1940 hours
Meeting Duration: 1 hour 40 minutes

Present: Mike Berardi, Zane Gordy, Brian Rostocki, Anthony Pullella, Heath Kahrs, Helen Barbato, Nicole Krajewski, Frank Vavala, Ken Gatson, Jennifer McCloskey, Glen DiEleuterio, Glen Outten

Absent: None

Guest: Jennifer Kryspin, Jeremy Jeanne, Kim Williams

TOPIC	DISCUSSION	ACTION
○ Call to Order	○ At 18:00 hours, Chairperson Kahrs called the March DMA Board meeting to order. Following the Pledge of Allegiance and a Moment of Silence, Chairperson Kahrs shared the February Minutes with the Board.	○ None required
○ Secretary's Report	○ The February Minutes had been distributed for review prior to the meeting. Heath called for a motion to approve the February Minutes: <ul style="list-style-type: none"> ○ Motion to approve the Minutes: Vavala ○ Second: Berardi ○ Vote: Affirmative - unanimous 	○ None Required
○ Chairperson's Report	○ Chairperson Kahrs reported: <ul style="list-style-type: none"> ○ Great job on AMI report ○ Kendall Masset every two weeks has an update for board chairs; Kendall Masset would like to attend an upcoming board meeting and will try to be put on the schedule for April's board meeting; leadership and board flexibility and the importance of preserving that at the charter school level. ○ 5/11/23 rally in Dover – looking for attendance from board members. 	None Required

TOPIC	DISCUSSION	ACTION
	<ul style="list-style-type: none"> ○ Legislative sessions also 5/11/23 – email to follow from Heath about the details ○ Kendall Massett pushing back on state’s imposition of requirements for licensure on leadership because not the same as public schools 	
<ul style="list-style-type: none"> ○ Commandant’s Report 	<ul style="list-style-type: none"> ○ Chairperson Kahrs called upon Commandant Pullella for the Commandant’s Report. ○ Kim Williams fills in for Diane Behnke fills in for PTA President; Talked about Kimberly William’s son Danny Williams who was accepted to Coast Guard Academy; thanked PTA for staff moral ○ Working hard on field and coming out nicely; enhancing campus, timing is going well; turf, lights, then pouring the track; looking to finish in May and looking for Ribbon Cutting ceremony with Westover Capital because it is named after them because of capital contribution ○ Likely to be distinguished unit with honors this year but have not received the final notice yet ○ Class of 2027 secured and finalized 149 confirmed – going to wait list to get 1 but may take more than that ○ Admissions process went exceptionally well this year and will continue throughout the spring and summer where they will interview transfer students ○ Hired new head football coach Matt Carey – intense process that Jeremy Jeanne put together; 4 step process. He also applied for PE teacher job. Long term substitute for the remainder of the year Luke McDonough. ○ Jeremy Jeanne shared about new incoming coach – English Teacher studied at Howard High School then went to work for Dept of Ed in NJ doing walk throughs; back to DE to coach and be an English teacher. Full time position at McKean where he has been for the last 9 years and got his certification to be an English teacher. Was Athletic Director at McKean. Interview process with six individuals with 30 players and then last step was to meet with Commandant and Jeremy Jeanne; well respected by peers and has a lot of integrity and our 	None required

TOPIC	DISCUSSION	ACTION
	<p>community and school badly needs; D1 wide receiver at University of Pennsylvania; 18 people applied for position.</p> <ul style="list-style-type: none"> ○ Working with CDA to put in gravity fed sewer system; surveying and there are some challenges because it would need to go through the retention pond. Commandant will share when he hears more from CDA about questions. Looking to get approvals if this is a project that we take on. Legal approvals will be rolled into that project. ○ Re-enrollment letters are due back April 7th. ○ Reviewing battle bill emergency plan because antiquated and would like to integrate the trained military personnel on campus into the battle bill ○ Raised another 10k for DMA for general use; declined to share the donor when asked ○ Working on minor cap list for the summer ○ Interviewing additional NSI's ○ Another NSI resigned – did not provide reason but Commandant may do an exit interview but hasn't decided yet ○ MSGT Jordan coming back and looking to have 6 NSI's plus SNSI ○ Looking to have 5 Certified Naval Science Instructors plus keep the naval science instructor PO2 Gonzalez but the Navy would provide money for the Certified and her salary would be lower ○ Lt. Cdr John Butler will be new SNSI ○ Music association doing fine ○ Looking to bring military hardware to the school – borrow forever with military artifacts like a plane, helicopter, cannon – maintenance would be part of cadet unit service ○ Slight changes to curriculum – added new classes in science department; underwater robotics and trying to move AP Calc AB to full class period rather than mini block. AP Chem not being added this school year. ○ Revamping on the lower-level courses basic reading and math ○ 5 cadets attending a service academy this year – 1 out of the 5 is being counted for the class of 2023 even though he was a graduate of the class of 2022 because he went to the Coast Guard Prep school. 	

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	<ul style="list-style-type: none"> ○ ROTC scholarship numbers are rising and there will be a recognition evening for all military related award including ROTC scholarship and academy nominations and enlistments. ○ Question re: Athletic Trainer- Jeremy Jeanne responded – had a full time trainer - resigned and took position in NJ but not affiliated with the school. Used to contract with ATI but then they forced the schools to hire them. DMA pays ATI or the trainer but could not pay by the hour anymore. No unit for the schools to hire a FT AT trainer at this time. Mandated by DIAA to have AT at the football games but not on staff at the school ○ Does not know of any teaching positions but supposed to be giving out letters of assurance to staff but Commandant will discuss issue with Board Chair outside the board meeting 	
<ul style="list-style-type: none"> ○ Treasurer’s Report 	<p>Treasurer’s Report:</p> <ul style="list-style-type: none"> a. Discussed 2/28/23 Final Budget vs. Actual Results <ul style="list-style-type: none"> i. Currently at 66.7% of the budget year. Received \$7.2M (93.3%) of anticipated revenue for the year compared to \$7.1M (91.2%) for the same period in the prior year. ii. Expenditures are at 70.4% for the eight months ended versus 65.1% for the same period in the prior year. iii. Expenses are higher than this time last year due to Building and Land Improvements and Contingency line items (mainly involving the turf project). <p>Citizens Budget Oversight Committee met on 3/21. Reviewed a sample of transactions between December 2022 – February 2023 with all findings coming back sufficient.</p> <p>Motion to Approve – First: Vavala Second: Gordy</p>	None required

	Vote: Unanimous	
o Finance Committee	<p>Finance Committee</p> <p>Met 8/20/23 – discussed endowment fund from DCF to Westover Capital; \$80k in account and confirmed no fees to transfer account over. Anthony and Ken are the authorized signers just like all other depository relationships.</p> <p>Local funds earn interest and if we are able to make investments to make this an endowment fund, this will be looked into and put up for further discussion</p> <p>Motion made to approve transfer of endowment fund. First – DiEleuterio Second – Vavala Vote: Unanimous</p> <p>Breakdown on Gala costs so far – minimal expenditures. Budget analysis for turf project – total under \$700k – spent \$522k so far Donations of \$400k and additional \$200k grant from McDonald Foundation. Short fall will be used through reserve fund. Expected to be completed in May and the remaining amount will be due shortly thereafter. Should have \$100k-\$200k in the reserve fund that will be used unless we get other donations. Long term investment into the school was great. \$684,783k was contract amount with one change order for \$10k. Possibility to add in drains around curve of the track to clean up any additional water that may pool but that would be an additional \$10k-15k but we have minor cap money to spend before it expires. No other major projects. Lights are separate. Approval of \$100k or less for lights. Freed up \$55k of minor cap funds because of a recode and that can go to the lights project. Prior thought was to use reserve funds that we received from bond restructuring.</p>	n/a
o Governance Committee	Email from Senator Pour – he would like for boards of directors with schools to have the same look for all schools’ websites. Information for what they are looking for was provided. Not mandatory but encouraged.	n/a

	Better to be proactive for website, photos of board members, terms, end date, and at large district, zoom link a week prior to board meetings	
○ Academic Excellence Committee	Zane Gordy Report: No report – but follow up on chase opportunities.	○ None required
○ Fund Development Committee	○ No report.	○ None required
○ Alumni Committee	<ul style="list-style-type: none"> ○ No report. ○ Discussion regarding continued use of Vaave software. ○ Human Resources issue and financial issue – not much traffic on the website; debate over premature decision too soon to cancel the platform ○ Vaave is located in India ○ Needs further promotion ○ Mike Berardi made a motion to continue Vaave and have the committee reevaluate at a later time. ○ First: Berardi ○ Second: Gordy ○ Vote: Unanimous 	○ None required
○ Gala Subcommittee	○ Gala has been postponed for now. The board will reevaluate in the fall. The band will work with DMA with regard to the deposit. Out of pocket is under \$5000 for DMA for the event planner and band deposit. All other funds can be repurposed.	○ None required
○ Old Business	<ul style="list-style-type: none"> ○ Jeremy Jeanne provided an update regarding the coach and the athletics department. Anthony made Jeanne aware of the conversations at board level about the concerns of the prior head coach to explain how he’s been operating ○ Participation in extra-curricular 75% of population participating. ○ Academic athletes average Fall 3.49; winter 3.5 ○ 55% winning percentage 	○ None required

	<ul style="list-style-type: none"> ○ First school in DE to win quality program award ○ Story on IG 800 views ○ Twitter 7978 followers ○ FB 3309 followers ○ Promotion has requested community members to provide tours and they have tried to accommodate those requests for tours and in conducting this last tour information. ○ DIAA board for 6 years and on rules and regs committee ○ Conversation with a family because aware there are issues here and learned of a potential issue ○ Commandant applauds Jeremy in the way he markets DMA – at the end of the day DMA is a business and Jeremy goes out of his way to meet with families – going above and beyond to make sure the school is right for them ○ Doesn't necessarily tour athletes. ○ Tours available for any student and doing best to accommodate tours ○ Well aware of regs needs to follow ○ Mostly seen around admission time 	
○ New Business	○ None	○ None required
○ Executive Session	<p>Motion to go into executive session: First: Vavala Second: Heath Kahrs</p> <p>Motion to come out First: Vavala Second: Krajewski</p> <p>1928 hours started executive session started executive session ended 1940 hours</p>	○ None required

○ Next Board Meeting	○ The next Board meeting will be Monday, April 24, 2023	○ None required
○ Adjournment	○ Hearing no additional business, Chairperson Kahrs called for a motion to adjourn the March DMA Board meeting at 1940 hours. ○ First: Vavala ○ Second: Nicole ○ Vote: Unanimous	○ None required

Respectfully Submitted

/s/ Jennifer Zelvin McCloskey