

**DMA Board Meeting Minutes**  
**Date: April 24, 2023**  
**Start Time: 1810 hours**  
**Adjourn Time: 2013 hours**  
**Meeting Duration: 2 hours 13 minutes**

**Present:** Mike Berardi, Brian Rostocki, Heath Kahrs, Helen Barbato, Ken Gatson, Jennifer McCloskey (via zoom), Glen DiEleuterio, Glen Outten

**Absent:** General Frank Vavala and Zane Gordy

**Guest:** Debra Certesio

TOPIC	DISCUSSION	ACTION
○ Call to Order	○ At 18:10 hours, Chairperson Kahrs called the May DMA Board meeting to order. Following the Pledge of Allegiance and a Moment of Silence, Chairperson Kahrs shared the April Minutes with the Board.	○ None required
○ Secretary's Report	○ The April minutes had been distributed for review prior to the meeting. Motion to approve April minutes as circulated: <ul style="list-style-type: none"> <li>○ First: Brian Rostocki</li> <li>○ Second: Helen Barbato</li> <li>○ Vote: Affirmative - unanimous</li> </ul>	○ None Required
○ Chairperson's Report	Chairperson Kahrs – <ul style="list-style-type: none"> <li>○ Anthony Pullella submitted his resignation to organization after 20 years of service. Board wishes him well. Tremendous contributions were made and board is appreciative of that. Transition can sometimes create angst. Board is working diligently and will continue to do so to put another high-quality person in place to continue the successes achieved by school.</li> <li>○ Deb and Ken present will share information for Commandant's Report.</li> </ul>	

TOPIC	DISCUSSION	ACTION
	<ul style="list-style-type: none"> <li>○ Status of completion of turf field and renewal of contracts: Staff contracts will be completed and signed by end of May and before they leave for summer break. Turf project scheduled to be completed by the end of May.</li> <li>○ Board will go into executive session to discuss personnel matters.</li> <li>○ End of the year luncheon for staff - \$1400. Appreciation lunch for all staff and it should go forward.</li> </ul>	
<ul style="list-style-type: none"> <li>○ Commandant's Report</li> </ul>	<p>Debra Certesio delivered report.</p> <ul style="list-style-type: none"> <li>○ Senior finals have begun and will finish exams Wednesday 5/24/23</li> <li>○ Bell ringing and underclassman picnic Thursday 5/25/23. All other finals Friday 6/2/23 through Tuesday 6/6/23. Wrapped up state testing. Graduation 6/2/23.</li> </ul> <p>Ken Gatson delivered financial report and HR for school</p> <ul style="list-style-type: none"> <li>○ Closing out FY22-23. Maximizing use of state funds so money is not lost. Federal funds expire on November 30<sup>th</sup> and DMA looking to spend those as well so that funds are not lost. Audit is scheduled for the summer.</li> <li>○ FY23-24 budget beginning to be prepared.</li> <li>○ Human Resources - busy because there is a large amount of turnover this year so working on removing those leaving from the system and onboarding new staff members coming in into the system.</li> <li>○ Contracts need to be prepared for FY23-24 and will be completed and signed by staff and to go into the system.</li> <li>○ Attrition 22-23: 2 Naval Science Instructors, Two teachers left, 1 teacher retired; PE teacher resigned earlier in the year</li> <li>○ New staff: SNSI plus 2 more NSI's coming in. Expanding naval science back to full staff at 7.</li> </ul>	None required
<ul style="list-style-type: none"> <li>○ Treasurer's Report</li> </ul>	<p>Treasurer's Report:</p> <ul style="list-style-type: none"> <li>a. 4/30/23 Final Budget vs. Actual Results</li> </ul>	None required

	<ul style="list-style-type: none"> <li>i. Currently at 83.3% of the budget year. Received \$7.8M (100.5%) of anticipated revenue for the year compared to \$7.5M (95.6%) for the same period in the prior year.</li> <li>ii. Expenditures are at 90.1% for the ten months ended versus 78.7% for the same period in the prior year.</li> <li>iii. Increase in revenue mainly due to donations for the turf project. Expenses continue to be higher than this time last year due to Building and Land Improvements and Contingency line items (mainly involving the turf project that was not part of the original budget). Capital reserve balance is currently \$575k.</li> </ul> <ul style="list-style-type: none"> <li>b. Revenue over expenses is currently \$800k and expect a surplus for year-end despite a 27<sup>th</sup> pay period this fiscal year.</li> <li>c. Next Citizens Budget Oversight Committee will be held on Tuesday, June 20<sup>th</sup>.</li> </ul> <p>Motion to approve report:  First: Michael Berardi  Second: Nicole Krajewski  Vote: Unanimous - approved</p>	
<ul style="list-style-type: none"> <li>o Finance Committee</li> </ul>	<p>Finance Committee:</p> <ul style="list-style-type: none"> <li>a. Finance Committee did not meet in May but did have email correspondence regarding the financials.</li> <li>b. DMA staff working on extension of several federal grants for next year.</li> <li>c. Next Finance Committee meeting is scheduled for Tuesday, June 6<sup>th</sup>.</li> </ul> <p>CBOC – Tuesday June 20<sup>th</sup> meeting. Finance committee didn't meet in may but did have correspondence regarding financials.</p>	<ul style="list-style-type: none"> <li>o None required.</li> </ul>

○ Governance Committee	○ No Report – meeting will be scheduled in the summer months	○ None required.
○ Academic Excellence Committee	○ No Report	○ None required.
○ Fund Development Committee	○ No report	○ None required.
○ Alumni Committee	○ No report	○ None required.
○ Old Business	○ None	○ None required.
○ New Business	<ul style="list-style-type: none"> <li>○ PTA Report from Diane Behnke</li> <li>○ Motion to move forward with filling the temporary commandant position and move forward with forming the committee to conduct an interim commandant search: Brian Rostocki</li> <li>○ Second: Michael Berardi</li> <li>○ Vote: Affirmative – Unanimous</li> </ul>	○ None required.
○ Executive Session	<ul style="list-style-type: none"> <li>○ Motion to go into Executive Session: Glen DiEleuterio</li> <li>○ Second: inaudible</li> <li>○ Vote: Affirmative – Unanimous</li> <li>○ Entered executive session at 1840 hours</li> <li>○ Motion to come out of executive session: Michael Berardi</li> <li>○ Second: Glen DiEleuterio</li> <li>○ Vote: Affirmative – Unanimous</li> <li>○ Returned to regular meeting at 2012 hours</li> </ul>	○ None required.
○ Next Board Meeting	○ The next Board meeting will be <b>Wednesday, June 14, 2023</b>	○ None required
○ Adjournment	<ul style="list-style-type: none"> <li>○ Hearing no additional business, Chairperson Kahrs called for a motion to adjourn the May DMA Board meeting: Michael Berardi</li> <li>○ Second: Helen Barbato</li> <li>○ Vote: Affirmative - Unanimous</li> </ul>	○ None required

Respectfully Submitted  
/s/ Jennifer Zelvin McCloskey