

**DMA Board Meeting Minutes**

**Date: February 24, 2025**

**Start Time: 18:00 hours**

**Adjourn Time: 18:53 hours**

**Meeting Duration: 53 minutes**

**Present:** Brian Rostocki, Helen Barbato, Ken Gatson, Dan Newcott, Glen DiEleuterio, Scott Green, CAPT Dan Bates, Jelena Batula, Michael Berardi, Nicole Krajewski, Jennifer McCloskey

**Zoom:** Chris Kenny, Don McLamb

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<ul style="list-style-type: none"><li>• Call to Order</li></ul>	<ul style="list-style-type: none"><li>• At 18:00 hours, Chairperson Rostocki called the February DMA Board meeting to order. Following the Pledge of Allegiance and a Moment of Silence.</li></ul>	<ul style="list-style-type: none"><li>○ None required</li></ul>
<ul style="list-style-type: none"><li>• Public Comments</li></ul>	<ul style="list-style-type: none"><li>• N/A</li></ul>	
<ul style="list-style-type: none"><li>• Treasurer's Report</li></ul>	<p><b>Treasurer's Report: Report Provided by Don McLamb</b></p> <p><b>Financials of 1/31/2025</b></p> <ul style="list-style-type: none"><li>• 58% through our Fiscal Year (7 of 12 months).</li></ul> <p><b>Revenue</b></p> <ul style="list-style-type: none"><li>• \$7.89 million of the budget has been collected, which is 90.3% of budgeted revenue.<ul style="list-style-type: none"><li>○ At last meeting, I discussed State and Local Revenue received was lower than normal for December. This income was mostly received in January. YTD 99.6% of St &amp; Local revenue has been received.</li></ul></li></ul>	<p>None required</p>

TOPIC	DISCUSSION	ACTION
	<ul style="list-style-type: none"> <li>○ The focus now will be on the smaller revenue line items (Admin fees, athletics, fundraising) and how to get these closer to budget before YE</li> </ul> <p><b>Expenses</b></p> <ul style="list-style-type: none"> <li>● \$5.38 million expenses have been incurred, which is 61.6% of budgeted expenses. YTD expenses are approximately 6% higher (\$326K) than YTD last year</li> <li>● We are falling behind budget on the following items: <ul style="list-style-type: none"> <li>○ <u>Personnel expenses</u> (Salary &amp; benefits) are approx. \$220k over YTD budget - More NSI teachers at higher pay, Health insurance \$119K over budget – number of employees and family in plan is a variable.</li> <li>○ <u>Operations &amp; Maintenance</u> over by \$164K - \$31K capital reserve = over by \$133K</li> <li>○ Maintenance Supplies &amp; Service - Over Annual Budget approx. \$27K.</li> <li>○ Equip Repair – Over Annual Budget approx. \$45K.</li> </ul> </li> <li>● Currently, there are no items of Revenue or Expense that have an unexplained material variance from budgeted amounts.</li> </ul> <p>First: Rostocki Second: McCloskey</p> <ul style="list-style-type: none"> <li>● Vote: unanimous – approved</li> </ul>	

TOPIC	DISCUSSION	ACTION
<ul style="list-style-type: none"> <li>Finance Committee</li> </ul>	<p><b>Finance Committee</b></p> <ul style="list-style-type: none"> <li>Finance committee didn't meet this month, and next meeting is scheduled for March 20<sup>th</sup> 2025</li> </ul> <p><b>Citizens Board Oversight Committee (CBOC)</b></p> <ul style="list-style-type: none"> <li>Reviewed 12/31/2024 Financial Statements <ul style="list-style-type: none"> <li>Reviewed 2.5 % of 4<sup>th</sup> quarter 2024 transactions with no exceptions noted.</li> <li>Discussed new state system for accepting electronic payments. "GODE" <ul style="list-style-type: none"> <li>No Merchant fees charged by state</li> </ul> </li> </ul> </li> <li>Next CBOC meeting May 8th at 4PM.</li> </ul>	<p>None required.</p>
<ul style="list-style-type: none"> <li>Secretary's Report</li> </ul>	<ul style="list-style-type: none"> <li>The secretary's report for January 2025 meeting distributed for approval.</li> <li>First: Rostocki</li> <li>Second: DiEleuterio <ul style="list-style-type: none"> <li>Vote: unanimous – approved</li> </ul> </li> </ul>	<p>None Required</p>
<ul style="list-style-type: none"> <li>Commandant's Report</li> </ul>	<p><b>ACADEMIC AND PROGRAMMATIC UPDATES:</b></p> <ul style="list-style-type: none"> <li>Change to Daily Schedule and Course Offerings for 2025-2026 school year. <ul style="list-style-type: none"> <li>Math and English will be taught every day. Teachers have bought into the schedule.</li> <li>Increase the AP course offerings, include higher level math.</li> <li>Looking into opening dual enrollment courses</li> </ul> </li> <li>Lottery process through Delaware School Choice (DSC) is complete <ul style="list-style-type: none"> <li>Class of 2029 invites sent – acceptances coming in steadily, 100 acceptances to date.</li> </ul> </li> <li>Attendance update</li> </ul>	<ul style="list-style-type: none"> <li>None Required</li> </ul>

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	<ul style="list-style-type: none"> <li>○ Two 12<sup>th</sup> grade cadets have issues. Working with these cadets for how to graduate on time.</li> </ul> <p><b>ADMINISTRATIVE UPDATES</b></p> <ul style="list-style-type: none"> <li>● Lewis Circle signed the easement agreement for the new sewer system, which has been recorded and awaiting County stamp. <ul style="list-style-type: none"> <li>○ Estimated completion of the project in the end of the school year.</li> <li>○ Requested an updated proposal from Cirillo.</li> <li>○ Currently has an extra pump and will look to sell the extra pump once the project has been completed.</li> <li>○ The new sewer costs will contribute to the capital costs on the budget for this school year.</li> </ul> </li> <li>● 2025-2026 School year planning is underway <ul style="list-style-type: none"> <li>○ Ken and Dan are working on Friday to pull the preliminary budget together for the 2025-2026 school year.</li> </ul> </li> </ul> <p><b>SPORTS UPDATE</b></p> <ul style="list-style-type: none"> <li>● Wrestling team won State's for the third year in a row.</li> <li>● Boy's Basketball: Next State tournament game is Wednesday against St Mark's</li> <li>● Girl's Basketball: They are the second seed, game at DMA on Wednesday.</li> <li>● Track and Swim: Cadets are in the top 3</li> <li>● Ice Hockey: in the playoffs</li> </ul> <p><b>NJROTC UPDATES</b></p> <ul style="list-style-type: none"> <li>● AMI was held on 2/20/25: expectation that we will be an Honors school. Hicks has great things to say about DMA's program.</li> </ul>	
<ul style="list-style-type: none"> <li>● Governance Committee</li> </ul>	<ul style="list-style-type: none"> <li>● N/A</li> </ul>	<ul style="list-style-type: none"> <li>● None required.</li> </ul>

TOPIC	DISCUSSION	ACTION
<ul style="list-style-type: none"> <li>Academic Excellence Committee</li> </ul>	<ul style="list-style-type: none"> <li>Proposal was sent to staff to put English and Math on the schedule for the entire year, 44-minute blocks. Naval Sciences will be included in this block. <ul style="list-style-type: none"> <li>Currently, Naval Science is taught for a period equivalent to two credits, but students only earn one credit. The 44-minute class time will be the time equivalent to one credit.</li> </ul> </li> <li>Science and business courses will meet every other day for 94 minutes.</li> <li>Looking to add AP courses and shifting two of the dual-enrollment courses to AP courses. Seniors will stay on the DelTech schedule for next year and then we will phase out of that course the following year.</li> <li>The College Board offers AP Capstone Diploma. The State of DE offers as part of their regular high school diploma. Students would need to take AP Seminar in 10<sup>th</sup> grade, and AP research in senior year. DMA is adding AP Seminar, AP US History, AP Language and AP Pre-Calculus.</li> <li>Scott attended a Jobs for Delaware job and internship fair last week.</li> <li>The 10<sup>th</sup> graders will take the PSAT and 11<sup>th</sup> graders will take the SAT on 3/13.</li> <li>Dan put out an ask in the newsletter for any potential internship opportunities.</li> <li>On 3/5, all juniors will take the Armed Services Vocational Aptitude Battery (ASVAB).</li> <li>Scott is attending the Perkins funding meeting, there are changes with applying for the grant.</li> </ul>	<ul style="list-style-type: none"> <li>None required.</li> </ul>
<ul style="list-style-type: none"> <li>Ad hoc Committee</li> </ul>	<b>Fundraising Committee</b>	<ul style="list-style-type: none"> <li>None required.</li> </ul>

TOPIC	DISCUSSION	ACTION
	<ul style="list-style-type: none"> <li>● Potential of the Longwood Grant to help with partial funding of Director of Advancement.               <ul style="list-style-type: none"> <li>○ This is highly competitive, and we might not get the funding. If approve or deny, cannot apply for 2 years. We should consider other sources:                   <ul style="list-style-type: none"> <li>▪ DE Community Foundation</li> <li>▪ DE Alliance/Non-profit</li> </ul> </li> </ul> </li> <li>● Committee will meet in March to develop the job description.</li> </ul>	
● Old Business	N/A	● None required.
● New Business	N/A	● None required.
● Executive Session	N/A	● None required.
● Next Board Meeting	The next Board meeting will be <b>Monday, March 24, 2025.</b>	●
● Adjournment	<ul style="list-style-type: none"> <li>● First: Rostocki</li> <li>● Second: DiEleuterio</li> <li>● Vote: Affirmative – Unanimous</li> </ul> Adjourned 18:53 hours	● None required

Respectfully Submitted /s/ *Helen Barbato*