

DMA Board Meeting Minutes
Date: March 25, 2024
Start Time: 18:01 hours
Adjourn Time: 7:34 hours
Meeting Duration: 1 hour 34 minutes

Present: Mike Berardi, Heath Kahrs, Helen Barbato, Ken Gatson, Jennifer McCloskey (late), General Frank Vavala; Sharon Kurfeurst, Nicole Krajewski, Don McLamb; Scott Green (teacher rep); LCDR Butler (Naval Science Rep), Brian Rostocki, Glen DiEleuterio

Absent: Zane Gordy

Guest: (see sign in sheet)

TOPIC	DISCUSSION	ACTION
<ul style="list-style-type: none"> • Call to Order 	<ul style="list-style-type: none"> ○ At 18:01 hours, Chairperson Berardi called the February DMA Board meeting to order. Following the Pledge of Allegiance and a Moment of Silence. ○ Mike Berardi welcomed the public and indicated that there is a sign in sheet and if the public would like to speak, please sign in an indicate as such. Each person who will speak will have 2 minutes for their remarks if so desired. 	<ul style="list-style-type: none"> ○ None required
<ul style="list-style-type: none"> • Public Comments 	<ul style="list-style-type: none"> • N/A 	
<ul style="list-style-type: none"> • Secretary's Report 	<ul style="list-style-type: none"> • The secretary's report for February meeting distributed for approval. • First: Vavala • Second: Kahrs • Vote: unanimous – approved 	<ul style="list-style-type: none"> ○ None Required
<ul style="list-style-type: none"> • Chairperson's Report 	Chairperson Berardi: <ul style="list-style-type: none"> ○ Chairperson Berardi thanked the Sharon Kurfuerst for the handling of the bathroom situation. ○ Chairperson Berardi also thanked Helen Barbato for her work on the Selection Committee. 	

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<ul style="list-style-type: none"> ○ Commandant's Report 	<p>ACADEMIC AND PROGRAMMATIC UPDATES:</p> <ul style="list-style-type: none"> • Second semester midterms (end of 3rd marking period) were held on March 20th and 21st; report cards will be distributed on March 28th; fourth marking period began on March 25th; statistics on academic performance will be available after Spring break. • Spring sports are well underway. • School choice lottery was run by the Data Service Center on February 14th; all but 20 of those invited have responded – follow up calls being made this week and then will start invitations to the waitlist, if needed; all 3 sophomores invited have accepted • Administrative team meeting held to determine cadets who will not be invited back for the 2024-2025 school year; anticipate 8 cadets who will not receive invitations to return. • SATs and PSATs will be administered at DMA on March 26th. • D3 Signing Day celebration scheduled for March 28th for cadet-athletes continuing their athletic careers at a D3 college/university. • Several cadet infractions in past 2-3 weeks in the area of disrespectful behavior; continuing to follow the Code of Conduct for consequences. • Will be holding an assembly with Juniors/Seniors regarding expected behavior at prom, scheduled for May 3rd <p>ADMINISTRATIVE UPDATES:</p> <ul style="list-style-type: none"> • Sewer pump issue resolved temporarily – one new pump has been installed; still attempting to locate a second replacement pump; work has begun for the ability to install a new septic tank on property. 	<ul style="list-style-type: none"> ○ None Required

TOPIC	DISCUSSION	ACTION
	<ul style="list-style-type: none"> • Planning for creation of 1 additional classroom over the summer with cost not to exceed \$100K; currently have one teacher with no classroom that is using a cart and moving each block; creation of new classroom will alleviate this challenge. • Agreements for teachers returning next year will be prepared for distribution in late May; currently have Saul Ewing reviewing current contract and making suggestions for improvement in format and language. • Comprehensive policy and procedure manual is 75% complete; will be 100% complete by May 31st and ready for the 2024-2025 academic year. • Hosted visit by Nativity Prep leadership; 7th grade class from Nativity will be spending ½ day at DMA on May 2nd to further develop relationship and collaboration opportunities. <p>JROTC UPDATES:</p> <ul style="list-style-type: none"> • Resignation of a naval science instructor effective March 22nd; contingency plan in place for remainder of school year • ASVAB was administered to all Juniors on March 6th <p>UPCOMING:</p> <ul style="list-style-type: none"> • March 26th – SAT/PSAT administration • March 28th – D3 Signing Day • March 29th through April 7th – Spring Break • April 15th – Junior Ring Ceremony <p>ITEMS REQUIRING BOARD AWARENESS AND/OR APPROVAL:</p>	

TOPIC	DISCUSSION	ACTION
	<ul style="list-style-type: none"> New classroom – cost from minor cap not to exceed \$100K (awareness only). 	
<ul style="list-style-type: none"> Treasurer’s Report 	<p>Treasurer’s Report: Report Provided by Don McLamb Financials of 3/31/2024</p> <p>Revenue</p> <ul style="list-style-type: none"> 66% through the budget YTD budget for February 2024 – 92.3%, that’s 7% or \$533,000 more than last year. State funding is budgeted at \$4.7 million and is currently over budget by approx. \$210,000, same as last month. Local funding is budgeted at \$2.6 million and is \$319,000 under budget, actual received YTD is 2% over last year YTD. There are other miscellaneous Revenue items in Local funding that will be collected by fiscal year end. During CBOC testing, they noted interest income is credited from state on reserve account balances. Monthly interest income is approximately \$15,000-\$18,000. <p>Expenses</p> <ul style="list-style-type: none"> 65.7% of budget expenses spent, this is 4% or \$257,000 higher than last year. Legal expenses are approximately \$19,000 over budget. EC expense have not been incurred. YTD coaches’ salaries are under budget by of \$57,000 but winter season coaches will be paid in March. Approximately \$21,000 was paid for construction issues with new track and should have been paid from Athletics in the Summer of 2023. New sewer pump replacement is approximately \$14,000. One is completed and we are trying to locate another pump. <p>First: Vavala Second: Krajewski</p>	None required

	Vote: unanimous – approved	
<ul style="list-style-type: none"> • Finance Committee 	<p>Finance Committee</p> <ul style="list-style-type: none"> • Met on March 20, 2024, and reviewed financial statements and variances. Committee was good with the discussed variances. • The audit for this fiscal year will start July 15, 2024, and must be completed by September 30, 2024. • Next meeting is May 13, 2024. <p>Citizens Board Oversight Committee (CBOC)</p> <ul style="list-style-type: none"> • Met on March 14, 2024, and reviewed 2.5% of transactions for October, November, and December 2023. Nothing unusual was noted, however this is where the committee discovered the interest income. The Committee will next review transactions for January-March 2024 at the next meeting. • Don provided the financials as of 2/29/24 to review. • Next meeting is scheduled for May 23, 2024. 	<ul style="list-style-type: none"> • None required.
<ul style="list-style-type: none"> • Governance Committee 	<ul style="list-style-type: none"> • Committee met on 2/29, looking to add a “student observer.” Governance and motion to approve forthcoming. • Members are rolling off next year. Looking to create a list of expertise for future board member skills. 	<ul style="list-style-type: none"> ○ None required.
<ul style="list-style-type: none"> • Academic Excellence Committee 	<ul style="list-style-type: none"> • Exploring internship program for work-based learning and job shadow, please let Glenn know if your employer or someone you know could accommodate an internship for 80 hours, can be paid or not paid. • Looking to 10 internships, please contact Scott Green. 	<ul style="list-style-type: none"> ○ None required.
<ul style="list-style-type: none"> ○ Selection committee 	<ul style="list-style-type: none"> • Second round of interviews took place last week. • Committee is determining who will move to the next round. • Further details will be communicated to the community once the next round of interviews is solidified. Looking to hold site visits for candidates after Spring break. 	<ul style="list-style-type: none"> ○ None required.

<ul style="list-style-type: none"> ○ Alumni Committee 	<ul style="list-style-type: none"> • Jenn McCloskey is rolling off this committee. • Vaave software is up for renewal. The person in the office that manages the system is no longer there to manage this system. There is some data in there and we will retrieve that data. • Suggestion to have an exit survey for seniors to start to capture data. • Looking for another solution if we will no longer use this software. • Need new chair for alumni committee going forward. <p>Motion to terminate contract.</p> <ul style="list-style-type: none"> • First: McCloskey • Second: Vavala 	<ul style="list-style-type: none"> ○ None required.
<ul style="list-style-type: none"> • Old Business 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> ○ None required.
<ul style="list-style-type: none"> • New Business 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> ○ None required.
<ul style="list-style-type: none"> • Executive Session 	<p>Start: 6:38 End: 7:34 Motion to come out from Executive Session</p> <ul style="list-style-type: none"> • First: Kahrs • Second: Vavala 	<ul style="list-style-type: none"> ○ None required.
<ul style="list-style-type: none"> • Next Board Meeting 	<p>The next Board meeting will be Monday, April 22, 2024.</p>	<ul style="list-style-type: none"> ○
<ul style="list-style-type: none"> • Adjournment 	<ul style="list-style-type: none"> • First: McCloskey • Second: Vavala • Vote: Affirmative – Unanimous • Adjourned 19:34 hours 	<p>None required</p>

Respectfully Submitted /s/ Helen Barbato