

DMA Board Meeting Minutes
Date: June 24, 2024
Start Time: 18:00 hours
Adjourn Time: 19:10 hours
Meeting Duration: 1 hour 10 minutes

Present: Mike Berardi, Heath Kahrs, Helen Barbato, Ken Gatson, Jennifer McCloskey, Sharon Kurfeurst, Nicole Krajewski (late), Don McLamb, Brian Rostocki

Absent: Zane Gordy, Glen DiEleuterio, General Frank Vavala, Scott Green, LCDR Butler

Guest: N/A

TOPIC	DISCUSSION	ACTION
<ul style="list-style-type: none"> • Call to Order 	<ul style="list-style-type: none"> • At 18:00 hours, Chairperson Berardi called the May DMA Board meeting to order. Following the Pledge of Allegiance and a Moment of Silence. 	<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 May meeting distributed for approval. • First: McLamb • Second: McCloskey <ul style="list-style-type: none"> ○ Vote: unanimous – approved 	None Required
Chairperson's Report	Chairperson Berardi: <ul style="list-style-type: none"> • Chairperson Berardi thanked several people for their services in the past school year <ul style="list-style-type: none"> • LCDR Butler: thank you for doing a nice job getting the Naval Science program back to navy standards. • Zane Gordy and Frank Vavala: Thank you for your service this school year. 	<ul style="list-style-type: none"> ○

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	<ul style="list-style-type: none"> • Heath Kahrs: He has endured a lot and managed very well through it with this tenure on the Board. • Sharon Kurfeust: Berardi expressed his gratitude for her tenure as Head of School. The staff have express similar gratitude. Thanks for Sharon, Dan is in a good position as he starts his tenure as Head of School. • Chairperson Berardi mentioner the loss of a great supporter, Anthony Fusco, who passed away recently. DMA will send a note of thanks and sends our best to the Fusco Family 	
<ul style="list-style-type: none"> • Commandant's Report 	<p>ACADEMIC AND PROGRAMMATIC UPDATES:</p> <ul style="list-style-type: none"> • Master academic schedule preparation for 2024-25 school year is underway. • All Federal grant paperwork for initial submission is underway for the 2024-25 school year. • Class roster for Class of 2028 is complete; anticipate some minor movement over summer with deletions/additions. • Final attendance totals as follows (percentage represents percent of days calculated as average daily attendance/average daily membership): <ul style="list-style-type: none"> ○ Grade 9 – percent of attendance = 94.42% ○ Grade 10 – percent of attendance = 94.79% ○ Grade 11 – percent of attendance = 94.16% ○ Grade 12 – percent of attendance = 91.51% ○ Overall percent of attendance = 93.76% • Final academic performance of cadets for this school year as follows: 	<ul style="list-style-type: none"> • None Required

TOPIC	DISCUSSION					ACTION																									
	<table border="1" data-bbox="617 240 1465 451"> <thead> <tr> <th></th> <th># retained</th> <th>Failed 1 class</th> <th>Failed 2 classes</th> <th>Failed 3 or more classes</th> </tr> </thead> <tbody> <tr> <td>9th grade</td> <td>14</td> <td>6</td> <td>2</td> <td>8</td> </tr> <tr> <td>10th grade</td> <td>8</td> <td>6</td> <td>0</td> <td>3</td> </tr> <tr> <td>11th grade</td> <td>8</td> <td>10</td> <td>4</td> <td>3</td> </tr> <tr> <td>12th grade</td> <td>1</td> <td>1</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p data-bbox="596 513 1052 542">ADMINISTRATIVE UPDATES:</p> <ul data-bbox="596 589 1491 1328" style="list-style-type: none"> • Transition plan for new Head of School developed and but limited in-person completion due to scheduling conflicts; multiple relevant documents sent to new Head of School for review over summer • Sewer pump issue permanent correction is underway. Landmark Engineering has begun the necessary work to prepare to add capacity to the current septic system; easement has been verbally agreed upon by Cirillo with legal paperwork being prepared by Tarabicos-Grosso. Continue with challenges in getting easement from Lewis Circle Tenants; will continue to pursue. • Construction of additional classroom in McDonald Hall has begun. • Agreements for teachers returning next year are completed and all are fully executed. • Current open staff positions being recruited for (several candidates in pipeline for each): <ul data-bbox="693 1185 1260 1328" style="list-style-type: none"> ○ 1 Social Sciences teacher ○ 1 Science teacher ○ 1 Spanish teacher ○ 1 Special Education long-term substitute 						# retained	Failed 1 class	Failed 2 classes	Failed 3 or more classes	9 th grade	14	6	2	8	10 th grade	8	6	0	3	11 th grade	8	10	4	3	12 th grade	1	1	0	0	
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	<p>JROTC UPDATES:</p> <ul style="list-style-type: none"> • 6 of 7 NSI positions have been filled for the upcoming school year • Transition of current SNSI to new SNSI (Dan Bates) has been completed including all relevant documents needed for the Navy 	
<ul style="list-style-type: none"> • Treasurer's Report 	<p>Treasurer's Report: Report Provided by Don McLamb Financials of 5/31/2024</p> <p>Revenue</p> <ul style="list-style-type: none"> • 91.67% through the fiscal budget year, 11 out of 12 months • 95.4% of Budgeted Revenue collected, \$160,000 higher than last year to date. • \$392,000 or 4.6% under full year budget <ul style="list-style-type: none"> ○ Navy aid: YTD collected \$237,000, approx. \$120,000 under annual budget; due to less NSI ○ Admin fees & Donations/Fundraising: Under full year budgeted revenue by \$104,000. Changes to reenrollment letters seem to be a factor in lower collections. We expected a lower revenue by approx. \$85,000. <p>Expenses</p> <ul style="list-style-type: none"> • 92.9% of budgeted expenses have been spent. Actual expenses are \$447,000 higher than last year. YTD deficit of \$62,000 compared to a \$234,000 surplus in 2023. <ul style="list-style-type: none"> ○ A few one-time expenses added up. Severance pay, Head of school search firm, legal, Spanish textbooks, sewer system etc. 	<p>None required</p>

	<ul style="list-style-type: none"> Budget from this year will be taken into consideration for next year’s budgeting process <p>First: Kahrs Second: Krajewski Vote: unanimous – approved</p>	
<ul style="list-style-type: none"> Finance Committee 	<p>Finance Committee</p> <ul style="list-style-type: none"> Met on June 17, 2024 Committee reviewed the May 31,2024 financial statements and discussed variances from budget. No issues. Budget process was discussed as the committee wants to be engaged in the budget process <p>Citizens Board Oversight Committee (CBOC)</p> <ul style="list-style-type: none"> Met on May 23, 2024 Reviewed first quarter 2024 transactions; there were no issues <ul style="list-style-type: none"> Reviewed 990 tax return and April 30, 2024, financials. No issues. Committee will reconvene over the summer to review second quarter transactions. Committee will reconvene in October 2024 	<ul style="list-style-type: none"> None required.
<ul style="list-style-type: none"> Governance Committee 	<ul style="list-style-type: none"> Onboarding new staff members over the summer <ul style="list-style-type: none"> Onboarding will continue into the school year <ul style="list-style-type: none"> Ken has offered to meet with the new board members before the first meeting to give a tour of the school Governance training will be provided DMA specific materials will also be shared Looking for another board member with CPA background Board will have a good balance of board members who are parents List of dates for next year’s meeting will be provided 	<ul style="list-style-type: none"> None required.

<ul style="list-style-type: none"> • Academic Excellence Committee 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • None required.
<ul style="list-style-type: none"> • Alumni Committee 	<ul style="list-style-type: none"> • N/A 	<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>Motion to go into Executive Sessions</p> <ul style="list-style-type: none"> • First: Rostocki • Second: Kahrs <p>Start: 18:32 End: 19:07</p> <p>Motion to come out from Executive Session</p> <ul style="list-style-type: none"> • First: Krajewski • Second: Kahrs 	<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, September 23, 2024.</p>	
<ul style="list-style-type: none"> • Adjournment 	<ul style="list-style-type: none"> • First: McCloskey • Second: Kahrs • Vote: Affirmative – Unanimous • Adjourned 19:10 hours 	<p>None required</p>

Respectfully Submitted /s/ *Helen Barbato*