

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

Present: Brian Rostocki, Mike Berardi, Helen Barbato, Ken Gatson, Dan Newcott, Jelena Batula, Nicole Krajewski, Don McLamb, Glen DiEleuterio, Scott Green

Absent: Jennifer McCloskey, CAPT Dan Bates

Via Zoom: Chris Kenny

TOPIC	DISCUSSION	ACTION
<ul style="list-style-type: none"> • Call to Order 	<ul style="list-style-type: none"> • At 18:00 hours, Chairperson Rostocki called the September 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"> • PTA Update 	<ul style="list-style-type: none"> • Jen Avery, PTA President, gave a PTA update <ul style="list-style-type: none"> ○ Closed out the 2023-2024 with great feedback from families and staff. ○ There are a lot of volunteers for this year, most from the 9th grade parents. ○ Membership is down, not sure why membership is down. Mr. Newcott will continue to include in the bi-monthly updates. ○ Upcoming events: ROTC Academy night and open house, will provide refreshments. ○ Veterans breakfast is in November. 	

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	<ul style="list-style-type: none"> ○ Looking for financial donors for the breakfast. Donation of \$2700 would help make the breakfast unrestricted to invites and less of a probability needed cap attendance. 	
<ul style="list-style-type: none"> ● Secretary's Report 	<ul style="list-style-type: none"> ● The secretary's report for June meeting distributed for approval. ● First: DiEleuterio ● Second: Rostocki <ul style="list-style-type: none"> ○ Vote: unanimous – approved 	None Required
Chairperson's Report	Chairperson Rostocki: <ul style="list-style-type: none"> ● See Governance Committee update 	
<ul style="list-style-type: none"> ● Commandant's Report 	ACADEMIC AND PROGRAMMATIC UPDATES: <ul style="list-style-type: none"> ○ Master academic schedule for the 2024-25 school year with add/drops are completed. ○ All Federal grant paperwork has been completed and approved except for the Perkins Grant. ○ Class rosters for all grades are complete; total enrollment for DMA this year is 553. DMA maximum enrollment is 580. DMA is 95% enrolled. ○ September 30 count is underway. Attendance update (slides) ○ There are no cadets in danger of failing. ○ Charter Renewal is due to Red Clay by September 30 (slides) ○ Change over to the Infinite Campus state system from Eschool is nearly complete. ○ Cadet Handbook/Code of Conduct – DMA Personnel Policy updated and published 	<ul style="list-style-type: none"> ● None Required

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	<p>ADMINISTRATIVE UPDATES:</p> <ul style="list-style-type: none"> ○ New safety and security updates have been initiated. The new RAPTOR system has been installed at the front desk for all visitors to DMA. Phones will be installed in every classroom at DMA soon. New door hardware has also been ordered. ○ Sewer pump issue permanent correction is still underway. The facilities team and administrative team have added some preventative care initiatives to alleviate any further complications with the current system. There was nothing that DMA could have done preventatively to avoid what happened during the first week of school. We are still dealing with challenges in getting easement from Lewis Circle Tenants; will continue to pursue. ○ PASS educators have been contracted as a substitute service. ○ Construction of additional classroom in McDonald Hall has been completed. ○ Current open staff positions being recruited for: <ul style="list-style-type: none"> ○ 1 Spanish teacher <p>JROTC UPDATES:</p> <ul style="list-style-type: none"> ○ CAPT Bates intro – goals of this year’s program <ul style="list-style-type: none"> ○ Bates and Newcott met with all sports teams before scrimmages/games and set the Navy expectation that grooming standards, etc., will be met to put on a uniform. Grooming standards for all teams have been met. 	

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	<ul style="list-style-type: none"> ○ Bates and Newcott met with the entire student body to also reinforce the Navy expectations up front along with grooming standards, etc. Excused vs unexcused absence were also explained to the cadets. ○ Brief overview of new NSIs. ○ Hired 6 out of 7 NSIs ○ Currently have two Navy captains as NSIs, received approval from the Navy to have two captains. <p>Other updates:</p> <ul style="list-style-type: none"> ● Suggestion was made to have a fundraising event in honor of Mr. Fusco, who passed away in June 2024 <p>Change to current enrollment policy</p> <p>Mr Newcott has proposed to make a change to our current policy. The change is based on a need for students who left as a junior cadet, for personal reasons, could return as a senior cadet. The cadet could only return as a senior if the Junior ROTC could be fulfilled.</p> <p>Currently the enrollment policy reads:</p> <p><i>Open enrollment is conducted annually to fill the 9th grade class, and any openings in the 10th and 11th grade classes made available by students who have withdrawn from the school. Eleventh grade applicants will only be considered if they have completed at least one credit of Junior ROTC (or similar program) at their previous high school.</i></p>	

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	<p>Potential new enrollment policy would read:</p> <p><i>Open enrollment is conducted annually to fill the 9th grade class, and any openings in the 10th, 11th, or 12th grade classes made available by students who have withdrawn from the school. Eleventh grade applicants will only be considered if they have completed at least one credit of Junior ROTC (or similar program) at their previous high school, and 12 grade applicants will only be considered if they have completed at least two credits of Junior ROTC (or similar program).</i></p> <p>Motion to approve new enrollment policy</p> <p>First: Rostocki Second: Barbato</p> <p>Vote: unanimous – approved</p> <p>Once the change is approved by the Red Clay School District, Mr Newcott will work with the Choice School System to update the option for 12th grade for the Choice School process.</p>	
<ul style="list-style-type: none"> Treasurer’s Report 	<p>Treasurer’s Report: Report Provided by Don McLamb Financials of 6/30/2024</p> <p>Summary</p> <ul style="list-style-type: none"> \$780,000 actual deficit versus budgeted deficit of \$295,000, off by \$485,000 or 5.9% of FY 2024 unrestricted revenue. Year end June 30, 2024, was a transition year and included some unexpected onetime items including: 	None required

- Changes to the Athletics, now being included in the overall school budget for the first time
- Adjusted cadet fees lower
- Navy aid was also less, due to less NSI's.
- Student expenses were about \$100,000 over budget
- Teacher salary was \$140,000 over (mainly due to severance)
- Local revenue can roll over to the next year, state funds do not roll over and must be spent.
- Federal funds need to be expensed or obligated by 9/30/2024 with full expenditure by 11/30/2024.

First: McLamb

Second: Rostocki

Vote: unanimous – approved

**Treasurer's Report: Report Provided by Don McLamb
Financials of 8/31/2024**

- July 1, 2024, begins the new fiscal year
- We are budgeting to breakeven this year and plan to focus on staying closer to budget
- Revenue is front loaded in the beginning for the fiscal year.

Revenue

- Unrestricted Budgeted Revenue of \$8.73 million for FY 2024. This is approximately \$538K higher than actual FY 2024
- Budgeted Revenue includes a new line item: other state funds. Budgeted revenue of \$797K. This addition was drive by funding changes at state
- Budgeted total State revenue for FY 2025 is under actual FY 2024 by approx. \$300K given lower cadet numbers

	<ul style="list-style-type: none"> • Budgeted local funds FY 2025 is approx. \$443,000 higher than actual FY 2024 • Navy aid budgeted for FY 2025 is approx. \$88K higher than actual FY 2024 due to increased number of NSI staff • Full year of athletics is budgeted for FY 2025 • As of July 31, 2024, we are 16.67% through the fiscal budget year 2025 <ul style="list-style-type: none"> ○ 49% of the Budgeted Revenue has been collected, which is \$65,000 less than last year ○ 89% or approximately \$4.15 million of state revenue collected <p>Expenses</p> <ul style="list-style-type: none"> • Total Budgeted Expense for FY 2025 is approximately \$242,000 less than actual last fiscal year • Budgeted Personnel expense is lower than actual last year by \$157K due to some onetime items last year • Budgeted student support is lower as a result of less budgeted textbook expenses • As of July 31, 2024, actual expenses incurred are 14.7% of budgeted expenses and approximately \$169,000 lower than actuals for this time last year. <p>First: McLamb Second: Krajewski Vote: unanimous – approved</p>	
<ul style="list-style-type: none"> • Finance Committee 	<p>Finance Committee</p> <ul style="list-style-type: none"> • Has not yet met for this fiscal year • Committee is meeting in October to set the calendar for the 2024-2025 school year • Treasurer met with Ken to review June financial statements and discuss FY 2025 budget. No concerns 	<ul style="list-style-type: none"> • None required.

	<ul style="list-style-type: none"> • The committee is looking for one more member for the Finance Committee this year <p>Citizens Board Oversight Committee (CBOC)</p> <ul style="list-style-type: none"> • Has not yet met for this fiscal year • Committee is meeting in October to set the calendar for the 2024-2025 school year. • Committee will be the same members as last year. 	
<ul style="list-style-type: none"> • Governance Committee 	<p>Chairperson’s Report</p> <ol style="list-style-type: none"> 1. Each Board member will need to be on at least one committee 2. Looking to add 1-2 Board members with finance/accounting background, construction experience, etc. 3. Looking to add 2 ad hoc committee (could combine both committees if see fit): <ul style="list-style-type: none"> ○ Fundraising ○ Public relations <ul style="list-style-type: none"> ▪ Motion will be made at the next Board meeting. 4. Student voice on the Board: The Student Council President* will be the Student Representative to the Board. The Student Council President will meet with the Student Representatives for each grade and NSIs to give a monthly report out to Mr Newcott and Mr Rostocki. The Student Representative will attend monthly Board meetings as needed. *(Student Council elections are in a couple of weeks). <p>Motion to approve the Student Representative to the Board First: Rostocki Second: Batula Vote: unanimous – approved</p>	<ul style="list-style-type: none"> ○ None required.
<ul style="list-style-type: none"> • Academic Excellence Committee 	<ul style="list-style-type: none"> • Committee lost 2 members <ul style="list-style-type: none"> ○ Scott Green and Deb Certesio are on the committee 	<ul style="list-style-type: none"> • None required.

	<ul style="list-style-type: none"> ○ Middle States data has not been released, might reach out for assistance 	
<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*