



# DELAWARE COLLEGE PREPARATORY ACADEMY

FROM HOWARD TO HARVARD, EVERY CHILD PREPARED FOR COLLEGE – NO EXCUSES.

## DCPA Board Meeting Minutes - 3-16-09

Invited	Attendance	Invited	Attendance
Lisa Goodwin	N	Angela Dennis	Y
Cyd Gaskins	Y	Tamekca Faria	Y
William Marshall	Y	Yardise Jones	Y
Melissa Whitehead	Y	Terry Casson-Ferguson	Y
Kimberly Chambers	Y	Anita Roberson	Y

### Discussion Items

Topic	Discussion	Action
	<ul style="list-style-type: none"> <li>• DCPA Board Meeting – called to order at 7:41</li> </ul>	
<b>Board Acknowledgements</b>	<ul style="list-style-type: none"> <li>• The board acknowledged Yardise Jones for all the work associated with the board retreat</li> <li>• William Marshall was acknowledged for stepping in and recording the minutes for the Feb meeting</li> </ul>	
<b>Meeting Minute Approval</b>	<ul style="list-style-type: none"> <li>• A motion was made by William to approve the minutes from the Feb 16<sup>th</sup>, 2009 Board meeting with corrections (see revised minutes), Cyd seconded. The motion was carried</li> </ul>	
<b>Committee Reports</b>	<ul style="list-style-type: none"> <li>• <u>Finance</u> <ul style="list-style-type: none"> <li>○ Committee minutes were distributed and reviewed</li> <li>○ Reviewed financial position</li> <li>○ Cash Balance - \$200k will be deducted for renovation expense from \$764,816</li> </ul> </li> <li>• <u>Governance</u> <ul style="list-style-type: none"> <li>○ On-boarding training for 2 new board members to be given Sat Mar 21<sup>st</sup> @ 8 am</li> <li>○ It was motioned by Cyd and seconded by William to reinstate previous board member, Angela Dennis. Motion carried</li> <li>○ It was mentioned by Debbie Doordan, ISDC representative, that ISDC only needs a copy of the board members resume when adding new members to the board</li> </ul> </li> <li>• <u>Facilities</u> <ul style="list-style-type: none"> <li>○ The new facility will be winterized – may be small or no cost</li> <li>○ The current facility is having general maintenance done</li> <li>○ Sensor on security system in current building continues to cause issues when it rains – replaced 5 times</li> </ul> </li> <li>• <u>Development</u> <ul style="list-style-type: none"> <li>○ Development committee was established</li> <li>○ Cyd, William, Yardise, Anita &amp; Kim will meet</li> <li>○ All board members will participate on this activity</li> <li>○ <b>Yardise will send email for Development mtg date</b></li> </ul> </li> </ul>	<b>Yardise</b>
<b>Executive Director's Update</b>	<ul style="list-style-type: none"> <li>• Reviewed the Executive Director's Update (see Executive Director's Update dated 3/16/09)</li> <li>• <u>Enrollment</u></li> </ul>	

	<ul style="list-style-type: none"> <li>○ 2 students not returning</li> <li>● <u>Staffing</u> <ul style="list-style-type: none"> <li>○ DCPA needs a receptionist ( 7 to 4)</li> <li>○ <b>Anita to look into interns</b></li> <li>○ <b>Melissa to touch base with UD ED school for potential candidate/assistance</b></li> </ul> </li> <li>● <u>Academic Accountability</u> <ul style="list-style-type: none"> <li>○ <b>Anita to email new math grids &amp; new ELA groups</b></li> <li>○ <b>Academic Accountability Mtg scheduled for 3/25 @ 6</b></li> </ul> </li> <li>● <u>Attendance</u> <ul style="list-style-type: none"> <li>○ Discussed late arrivals</li> </ul> </li> <li>● <u>Student Behavior</u> <ul style="list-style-type: none"> <li>○ Tameka mentioned that she can get tickets for games (Del state)</li> <li>○ <b>William &amp; Melissa to work with UD to see if they can donate something</b></li> <li>○ <b>William to get UD event calendar to see if there are events that DCPA can take part in</b></li> </ul> </li> <li>● <u>PLC Update</u> <ul style="list-style-type: none"> <li>○ Discussed PLC updates</li> </ul> </li> </ul>	<p>Anita Melissa</p> <p>Anita ALL</p> <p>William &amp; Melissa William</p>
<b>Board Retreat</b>	<ul style="list-style-type: none"> <li>● Need to have Part II from retreat</li> <li>● <b>Yardise to send email follow-up for retreat</b></li> <li>● <b>Anita to bring fundraiser letter to Dev mtg</b></li> <li>● <b>Board still needs to send 15 names/address information to Tamekca for fundraiser letter</b></li> <li>● <b>Board needs to send individual contact information to Tamekca</b></li> </ul>	<p>Yardise Anita ALL</p> <p>ALL</p>
<b>Monthly Cash Flow Projections</b>	<ul style="list-style-type: none"> <li>● Reviewed Cash Flow projections</li> <li>● Line items where DCPA was over <ul style="list-style-type: none"> <li>○ Utilities</li> <li>○ Curriculum</li> <li>○ Consulting Services</li> </ul> </li> <li>● Next year, we will be in a better position to more accurately budget based on actuals</li> <li>● Additional \$85K income from state</li> <li>● DCPA will be reimbursed appx 15k for paid taxes</li> <li>● May be a surplus of \$200K, but if there is, it will go toward building</li> </ul>	
<b>Lt Governor's Town Meeting debriefing</b>	<ul style="list-style-type: none"> <li>● Cyd gave highlights of the Town Hall</li> <li>● For 2010 – 600 Million deficit that must be balanced (state law)</li> <li>● Still commitment to education</li> <li>● They have a need for parents and teachers to speak-up on issues (what does/doesn't work)</li> <li>● They are open to charter school format</li> </ul>	
<b>Regulatory Changes</b>	<ul style="list-style-type: none"> <li>● Anita reviewed the regulatory changes <ul style="list-style-type: none"> <li>○ Replacing DSTP with online assessment</li> <li>○ New code for children with discipline problems</li> <li>○ Emergency Preparedness Plan <ul style="list-style-type: none"> <li>● <b>Need to further discuss this item – add to agenda</b></li> </ul> </li> <li>○ Tuition Billing</li> </ul> </li> </ul>	<p>Tameka</p>

	<ul style="list-style-type: none"> <li>○ School Transportation</li> <li>● <b>Anita recommended that everyone reads the regulations as we have comply with these</b></li> </ul>	<b>ALL</b>
<b>Announcements</b>	<ul style="list-style-type: none"> <li>● Anita announces that DCPA has 1<sup>st</sup> graders working on fractions</li> <li>● Also that DCPA is implementing things that was talked about early on</li> <li>● Melissa is using Kinesthetic techniques with her class</li> </ul>	
	<ul style="list-style-type: none"> <li>● It was motioned and seconded to adjourn meeting @ 9:04</li> </ul>	

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