



**Delaware Design-Lab High School
Board of Directors Meeting**

Monday, February 29, 2016 7:30pm

Meeting Conducted by Google Hangout

Public Participation at 179 Stanton Christiana Road, Newark, DE 19702

Meeting Minutes

Members Present

Matt Urban, Chair

Paul Miller, Vice Chair

Dr. Mary Diamond, Stephen Forbes, Aileen Murray

Also present: Dr. Cristina Alvarez, Dr. Martin Rayala, Rebecca Collins , and Joe LoPorto

Absent: Don France, Angela Kuchera

There was a quorum for the meeting.

The meeting was called to order at 7:44 p.m.

Approval of Minutes

Minutes from the 1/25/2016 meetings were presented for review prior to the meeting.

Mr. Miller motioned to approve the minutes, Ms. Murray seconded. The minutes were approved with Mr. Forbes in abstention.

Discussion and Vote: CBOC web report

CBOC web report was reviewed and clarified. Innovative Schools is recoding items to reflect the proper categories of the budget.

Motion to approve the January financial report was made by Mr. Forbes. Dr. Diamond seconded the motion, which passed unanimously.

Discussion and Vote: Revised 2015-2016 budget

Revised final 2015-2016 budget was reviewed.

When started school year, we had preloads and we are given a portion of our budget May 2 and then depending on where it comes from, it gets loaded periodically. In January, we do a final budget. From now until end of year it's about recoding and cleaning up budget. Now, we expense that budget, then we get ready for audit in July.

Motion to approve the revised final 2015-2016 budget was made by Mr. Forbes, Mr. Miller seconded the motion which passed unanimously.

Discussion and Vote: Election of New Board Members, Joe Loporto and Rebecca Collins

New Board members were introduced by Paul Miller. Resumes were circulated for the board to review prior to the meeting.

Dr. Rayala spoke highly of Joe LoPorto. Mr. LoPorto is the parent of a freshman and volunteered many hours to the XQ Super School Project. He is an executive at Pepco Holdings and brings professional connections with the President of Delmarva Power.

Dr. Alvarez spoke highly of Rebecca Collins. Ms. Collins is an attorney by training and has been a middle school teacher and has a masters in education. She is eager to support the review and writing of policies and has a great interest in social justice and how it pertains to education. She transitions from the CBOC to the Board of Directors.

Mr. Miller Nominated both Mr. LoPorto and Ms. Collins for appointment to board, 3 year term per bylaws. Ms. Murray seconded, unanimously, no abstain, no declines.

Memorandum:

Mr. Mock will be doing FSF training so he can approve invoices at school level.
Board would have to approve to be FSF invoicer.

We need to look for a CPA firm that does single audits, by May or June so they can begin to do the independent audit, as soon as school year is over.

Looking for 100% of board giving.

There being no other business, Mr. Forbes motioned to adjourn the meeting. Mr. Miller seconded the motion, which was unanimously approved. The meeting adjourned at 8:20 p.m.

Respectfully submitted,

Secretary