



Delaware Design-Lab High School

Board of Directors Meeting

Monday, 28 December 2016, 6:30 p.m.

179 Stanton Christiana Road, Newark, DE 19702

Meeting Minutes- External Version [Draft]

Members Present

Matt Urban, Chair

Paul Miller, Vice Chair

Rebecca Collins (by video), Mary Diamond, Don France (by phone, nonvoting), Rebecca Girten, Aileen Murray

Also present: Cristina Alvarez, Joseph Mock (by phone), Martin Rayala, Kimy Timberlake, Christina Hembree, James Sekcienski, accountant Richard Rajkumar

Mr. Urban called the meeting to order at 6:14 p.m.

Approval of Minutes

Minutes from the 11/28 and 12/14 meetings were presented for review prior to the meeting. Ms. Murray motioned to approve both sets of minutes as written. Mr. Miller seconded the motion, which was approved unanimously.

Financial Reports

Financial Statements

Richard Rajkumar from Michelle J. Lambert, CPA LLC presented the November 2016 financial statement. November 30 marked 42% of the fiscal year, and the spend rate stands at 40%, so we are continuing to function on budget. We have received approximately 50% of our budgeted revenue to date, including 64% of our state appropriations with the remainder coming in January. Line items that are over budget will be reworked with the new budget, which will be proposed and voted on in January.

Ms. Girten motioned to approve both the November financial report. Mr. Miller seconded the motion, which was unanimously approved.

FY17 Budget Amendment

This item was tabled to next month.

Legal Update

Jim Taylor of Saul Ewing has been retained as counsel for the school.

Suicide Prevention Policy Update

With the stress of the holiday season, the committee has encouraged all school staff to keep a closer eye on students. Additionally, while the state requires that the committee meet only annually, the committee has been meeting monthly.

CEO & Principal's Reports

A revised version of the internet safety policy was presented for board approval. The policy was reworked to include information about access to inappropriate materials and educating students about internet safety.

Mr. Miller motioned to approve the new policy, and was seconded by Ms. Girten. The board unanimously approved the motion.

To date, we have received 91 applications for next year, which is an increase of 40 from last month. We applied for a grant and entered a competition, both of which would provide the winner with 3D printers. We also entered another competition and won two tablets. We are 80% of the way toward being 1:1 with student Chromebooks. More direct contact with parents has been made to increase that percentage, and a plan to accommodate students experiencing homelessness is also in the works.

Board Elections

Officer elections were held, with the following results:

Chair: Mr. Miller

Vice Chair: Ms. Collins

Secretary: Dr. Diamond

Treasurer: Mr. France

It was agreed that the transfer of positions would be effective directly following the meeting. The board also officially recognized Mr. Urban for his dedicated service as Chair since the board's creation in 2012.

Scheduling

The board agreed to continue meeting on the fourth Monday of each month at 6:30. The next meeting will be Monday, January 23rd. The website will be updated with upcoming dates.

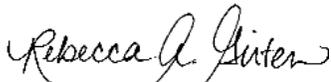
Executive Session

At 6:54 p.m., Mr. Miller motioned for the board to enter executive session. Ms. Girten seconded the motion, which was unanimously approved.

During the executive session, the board discussed items excluded from public record.

Ms. Murray motioned to exit executive session and adjourn the meeting. She was seconded by Mr. Urban, and the motion was unanimously approved. The board exited executive session and the meeting adjourned at 7:36 p.m.

Respectfully submitted,



Rebecca Girten
Secretary