

**Delaware Design-Lab High School  
Minutes of the Board of Directors**

October 28, 2014  
6:00 p.m.

Mobius New Media  
818 N. Market St., Suite 2R  
Wilmington, DE 19801

**Members Present:**

Matt Urban, Chair; Paul Miller; Vice Chair; Iris Leon, Secretary; Rebecca Girten

**Others Present:**

Dr. Cristina Alvarez; CEO, Delaware Design-Lab High School  
Dr. Martin Rayala; CAO, Delaware Design-Lab High School  
Jason Entezari, Financial Analyst

The meeting was called to order at 6:10 p.m.

**Fundraising**

Dr. Alvarez stated that a major donor contributed \$20,600 and that with this new gift, DDLHS has formally met the \$150,000 match set by the Longwood Foundation. She reminded that board that Longwood recently agreed to distribute \$125,000 upon raising the match and then the remaining \$125,000 after enrollment targets were reached. She stated that the Longwood is aware of issues with Kuumba and the lease and now will not release the first payment until DDLHS can demonstrate that it has a secure and committed building.

**Financial Analysis**

The Board welcomed guest Jason Entezari, a financial analyst who consults with nonprofits and schools. Mr. Entezari stated that he was asked by Dr. Alvarez to create a financial model that would determine if and under what conditions DDLHS would be financially viable.

Mr. Entezari presented his analysis to the Board. The conclusion was that, with current assumptions about revenue based on enrollment and no additional fundraising, the School could not afford the current lease terms with Kuumba and that renegotiating the terms would be necessary.

**Executive Compensation Package**

Mr. Urban stated that there was a meeting scheduled with Mr. Miller and Ms. Girten to review the compensation proposal.

**Facilities**

Dr. Alvarez stated that she spoke with Raye Jones Avery and that she seemed willing to negotiate regarding the lease. She stated that there was a meeting scheduled on 11/5/14 and that she, Mr. Urban, and Mr. Entezari would be representing the School.

**Recruitment**

Dr. Alvarez stated that she hired a recruitment team, which includes prospective parents. She stated that the School is participating in schoolchoicede.org, an online school choice application process that is free to parents and students.

Dr. Rayala noted that he was moving to Rodney Square and that his building could potentially be used for recruitment events and other DDLHS business.

There being no further business, Ms. Girten motioned to adjourn the meeting. Mr. Miller seconded the motion and the motion was unanimously carried.

The meeting adjourned at 7:45 p.m.



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Iris Leon  
Secretary