

Damar Charter Academy
Board Meeting
August 28, 2013
11:30 am
Damar Charter Academy

Attendance: Dr. Jim Dalton, Rich Harcourt, Elaine Showalter, Paul Dennison, Chuck Ellis, Dr. Jim Van Tassel, Karen Snyder, Leta Echelberger, Charity from the Mayor's office and Katie McCoy

The meeting was called to order at 11:40 am

Packets with the following information were mailed out to all attendees:

- Board Agenda
- July 2013 Board Minutes
- Finance Report

Mr. Rich Harcourt opened the meeting, by welcoming guests. The minutes from the July Board of Directors meeting were approved.

CEO Resignation

Dr. Dalton informed the board of the resignation of Greg Johnson from Damar Services, Inc. At this time his position on the board is not clear.

Financial Report

Mr. Harcourt updated the board on the current financials. The June operating margin continued to track amazingly close to the budgeted numbers after adjusting for the impacts of the DCA build out. YTD revenue was \$180,000 over budget projections and margin after building expense adjustment was \$9,000 over YTD budget. The June YTD income statement carries \$148,000 of unbudgeted expense related to the building move and the balance sheet has \$263,000 in new building assets and an additional \$148,000 in a note payable to Damar Services for building related expense.

Income statement analysis should become easier as the school moves into a new fiscal year without (hopefully) special charges or one time charges for moving.

As indicated above, the bottom line margin for the DCA reflects a loss of (\$282,802) as a result of the full reserving (non-cash charge) of the special education tuition receivable. Net operating margin before building adjustments was \$141,918.

Despite the special charge to earnings regarding the special education tuition receivable, the balance sheet remains positive and liquidity is satisfactory.

DCA Update

DCA has received and responded to the 2nd year review/evaluation by an outside expert organization in the areas of academic programming, special education services, and leadership. Many strengths continue to be highlighted through DCA operations with the majority of emphasis being placed on the high quality of services performed and the positive educational and behavioral outcomes for students. Some of the recommendations include

- Developing a behavior response for population
- Changes to the POD program, full time licensed teacher, only severe students
- Transition to the RISE teacher evaluation system
- Clarify the role of the Special Education Director
- Professional development for Principal
- Training in responsiveness
- Training for staff in special education

A-F Alternative

The DCA has submitted a lengthy, intense, and rigorous proposed monitoring and measurement system for the DCA and will proactively seek to get it approved. Superintendent Dalton and DCA staff have been closely working with the Mayor's Office to gain their support and input into the accountability plan.

Board Recruitment

The board will focus on filling open board seats. The Damar Board of Directors will appoint a member from the Damar Board of Directors to the DCA Board. Also the board feels it is important to have a parent representative in one seat. Dr. Dalton and Principal Echelberger will submit parent names for the board to view. Mr. Harcourt will talk with Jenette Hill of Faegre Baker & Daniels to see if she has an interest in serving the board. Members were asked to submit names of any possible members.

Other Business

A Safety Specialist is required for the DCA, Officer Brandi Brown is a Damar employee that meets the profile of this position. She is an officer of the law. Motion was made by Dr. Jim Van Tassel and seconded by Ms. Karen Snyder to appoint Officer Brown as the Safety Specialist Officer and the following resolution was resolved:

RESOLVED, that Officer Brandi Brown serve as Safety Specialist Officer.

A visit with Mrs. Pence will be scheduled in the months to come. Mrs. Pence is interested in the DCA and touring the facility.

Conflict of Interest forms were given to the members.

The next meeting will be October 23, 2013.

There being no further business the meeting was adjourned at 1:15 pm.

