

**Dynamic Minds Academy School Board**  
**Minutes**  
**7/18/2019**  
**5:30 pm**

**Type of Meeting:** Monthly Board Meeting

**Meeting Facilitator:** Doug Downey, Vice President, Secretary

**Attendees:** Joel Harris - President, Mary Lou Hulseman, MD., Barbara Maschino, Bruce Breeden - Treasurer, Kevin Davis, Julie Gordon, Samantha Bandy – Education Director DMA, Lindsay Omlor – Executive Director of Charter Schools – Education One, Emily Gaskill – Education One

- I. Call to Order
- II. Roll Call
- III. June Board Meeting Minutes Approved-
- IV. Open Issues
  - a. Proposed school calendar and how it will be reported to the DOE – Samantha Bandy
    - i. Bruce Breeden motioned; Barbara Maschino seconded. Discussion: 12/30, 12/31 – absences could count against the attendance rate. Anticipate potentially 20% absences on 12/30/19 and 12/31/2019 as... optional.
    - ii. The motion Passed 5-0.
  - b. Revised employee handbook (updates highlighted) - Samantha Bandy
    - i. Bruce Breeden motioned; Barbara Maschino seconded.
    - ii. Discussion – Social Media Policy. Amend the policy on external communications and dress code. Samantha Bandy will provide further discussions regarding tattoos and the visitor policy at the August board meeting.
    - iii. The motion carried 5-0.
  - c. Revised student/parent handbook (updates highlighted) - Samantha Bandy
    - i. The motion passed 4-0.
  - d. Personnel report - Samantha Bandy
  - e. Retirement proposal and retirement plan fee information from CSi Advisory Services - Samantha Bandy
  - f. Education One Report – Lindsay Omlor
- V. New business
  - a. Financial Report – Samantha Bandy
- VI. Review of Action Items
- VII. Next Meeting: Proposed - 8/15/2019, 5:30 PM

## Dynamic Minds Academy Board of Directors Meeting Minutes

11/21/2019, 5:30 pm

**Type of Meeting:** Monthly Board of Directors Meeting

**Meeting Facilitator:** Joel Harris - President

**Attendees:**

**Board of Directors:** Doug Downey, Vice President, Secretary; Bruce Breedon; Treasurer; Mary Lou Hulseman; Barbara Maschino

Kevin Davis – Indiana Charters, Julie Gordon – The Hope Source, Samantha Bandy – Education Director DMA, Emily Gaskill – Education One

- I. Call to Order
- II. Roll Call
- III. October Board Meeting Minutes Approved (5-0)
- IV. Internal reviews completed and approved:
  - a. DMA Education Director review submitted to Education One
- V. Financial Report – Samantha Bandy, Approved (5-0)
- VI. Proposed budget presented by Samantha Bandy. Approved (5-0)
- VII. Personnel Report – Samantha Bandy
  - a. The board reviewed the Personnel Report.
- VIII. Review enrollment summary.
- IX. Report from Julie and Samantha regarding plan to measure DMA performance to original vision.
- X. Education One Report – Emily Gaskill – Education One
  - a. Thank-Fall campaign.
  - b. Potential to partner with Trine with teachers and students.
  - c. For Instruction (Rigor) and attendance “approaching standard.”
- XI. DMA has started a parent cooperative meeting. Making sure parents are all on the same page as far as parent support of DMA and the vision.

- XII. Vote to skip December's scheduled meeting. Approved (5-0)
- XIII. New business
- XIV. Review of Action Items
- XV. Next Meeting: Proposed – 1/16/2020, 5:30 PM

*Joel E. Harris*  
Board President

*Doug Dowd*  
Doug Dowd  
Board Vice President & Secretary

**Dynamic Minds Academy Board of Directors Meeting Minutes**

**01/05/2020, 4:00 pm**

**Type of Meeting:** Board of Directors Meeting

**Meeting Facilitator:** Joel Harris - President

**Attendees:**

**Board of Directors:** Doug Downey, Vice President, Secretary; Bruce Breeden; Treasurer; Mary Lou Hulseman; Barbara Maschino

Samantha Bandy – Education Director DMA

- I. Call to Order
- II. Roll Call
- III. Charter School Resolution. (Refer to CharterSchoolCapitalResolutions2.pdf)
  - a. The matter of the Charter School Capital Resolution was brought forth by Board of Directors President Joel Harris. Bruce Breeden put forth a motion for the board to approve the resolution. The motion was seconded by Barbara Maschino. The DMA Board of Directors passed motion to approve the resolution by a vote of 5-0.
- IV. Meeting adjourned.
- V. Next Meeting: Proposed – 1/16/2020, 5:30 PM

*Joel E. Harris*  
Board President

*Doug Downey*  
Doug Downey  
Board VP + Secretary

Section 4.3 of the Dynamic Minds Bylaws provides for the staggering of terms of the Directors of the school.

Resolved:

All directors' terms will be deemed to have been started on June 30, 2019

Elections for new terms will be held at the Board Meeting scheduled during the month of June. In the case that no meeting will be held in the month of June, elections will be held in the month of May.

Elections of the officers of the Board of Directors will happen at the first Board Meeting after the new terms begin on June 30<sup>th</sup> of each year.

The term of one seat of the board will end on June 30<sup>th</sup>, 2020. Two terms will end on June 30<sup>th</sup>, 2021. And two terms will end on June 30<sup>th</sup>, 2022.

The following directors' seats expire on the above dates:

Bruce Breeden is in the seat whose term expires on June 30<sup>th</sup>, 2020

Marylou and Doug are in the seats whose terms expire on June 30<sup>th</sup>, 2021

Barb and Joel are in the seats whose terms expire on June 30<sup>th</sup>, 2022

## Dynamic Minds Academy Board of Directors Meeting Minutes

1/16/2020, 5:30 pm

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**Type of Meeting:** Monthly Board of Directors Meeting

**Meeting Facilitator:** Joel Harris - President

**Attendees:**

**Board of Directors:** Doug Downey, Vice President, Secretary; Bruce Breeden; Treasurer; Mary Lou Hulseman; Barbara Maschino

Kevin Davis – Indiana Charters, Julie Gordon – The Hope Source, Samantha Bandy – Education Director DMA, La Meca Perkins-Knight – Associate Director DMA, Lindsay Omlor – Executive Director of Charter Schools – Education One, Emily Gaskill – Education One

- I. Call to Order
- II. Roll Call
- III. November Board Meeting Minutes Approved (5-0)
- IV. Financial Report – Samantha Bandy, Board voted to accept the December 2019 Financials and the six-month review. Approved (5-0)
- V. Proposed change to the 2019-2020 Calendar. Accept proposed change of the 2019-2020 calendar where the July 3 will not be a Holiday, parents will not be penalized and for 2019 school and for employees they will be offered a “floating holiday”. Approved.
- VI. Proposed change to the 2020-2021 Calendar. Approved (5-0)
- VII. Personnel Report – Samantha Bandy
  - a. The board reviewed the Personnel Report.
- VIII. A motion was put forth to have Bruce Breeden contact the John Terry to give counsel on hiring and firing policy. Approved (5-0)
- IX. Review enrollment summary.
- X. Feedback to Julie Gordan and Samantha Bandy regarding plan to measure DMA performance to original vision.
- XI. Education One Report – Lindsey Omlor – Education One

- a. For Instruction (Rigor) rating from Education One observations rated “Approaching Standard.”
  - b. For Attendance rating from Education One observations now rated “Meets Standard.”
  - c. For Leadership rating from Education One observations now rated “Meets Standard.”
  - d. Intentional coaching with staff is yielding measurable improvement.
- XII. Discuss Joel Harris’s proposal to establish election times for DMA officers and establish the schedule that Board sets come up for selection. Approved (5-0)
- XIII. New business
- a. Help Desk proposal from ArchonSec was discussed. Doug Downey will meet with ArchonSec on 1/31/2020 to gather additional information.
- XIV. Review of Action Items
- XV. Next Meeting: Proposed – 2/20/2020, 5:30 PM

**Dynamic Minds Academy Board of Directors Meeting Minutes**  
**4/15/2021 5:30 pm**

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**Type of Meeting:** Monthly Board of Directors Meeting

**Meeting Facilitator:** Joel Harris – President

**Attendees:**

**Board of Directors:** Bruce Breeden; Mary Lou Hulseman; Michael Gilbert; Rachel Deaton; Joel Harris

**Others:** Emily Gaskill; Kevin Davis; Lindsay Omlor; Samantha Bandy; Julie Brant Gordon; La Meca Perkins-Knight; Emilie Strange

- I. Call to Order
- II. Roll Call
- III. The Board approved the March 2021 Board Meeting Minutes (5-0).
- IV. The March Financials were reviewed and approved (5-0).
- V. Accept Personnel Report (5-0)
- VI. The Board approved the extension of FFCRA Leave policy (5-0).
- VII. Julie Brant Gordon and Samantha Bandy presented an update on enrollment and marketing. Tours are full. About 24 potential students are in the funnel to apply to DMA. The bottleneck in getting students into DMA are the employee resources at The Hope Source, which are very difficult to fill right now.
- VIII. Samantha Bandy presented the proposed 2021-2022 budget. This was adopted by the Board (5-0).
- IX. Education One Report: Satisfaction Survey is due on 6/1/2021
- X. Public Input
- XI. Motion to adjourn (4-0)



XII. Next Meeting: 5/20/2021, 5:30 pm. In person with zoom support.

**Dynamic Minds Academy Board of Directors Meeting Minutes**  
**2/18/2021 5:30 pm**

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**Type of Meeting:** Monthly Board of Directors Meeting

**Meeting Facilitator:** Joel Harris – President

**Attendees:**

**Board of Directors:** Rachel Deaton; Michael Gilbert; Joel Harris; Mary Lou Hulseman

**Others:** Kevin Davis; Emily Gaskill; Samantha Bandy; Julie Brant Gordon; Aaron Wallace; La Meca Perkins-Knight; Danny Marsh

- I. Call to Order
- II. Roll Call
- III. The Board approved the January 2021 Board Meeting Minutes (4-0).
- IV. The January Financials were reviewed and approved (4-0).  
Danny Marsh presented the journal entries and agreed to add these to the monthly financials packet and put descriptions to provide basic explanation of the individual journals.
- V. Samantha informed the board that she was able to create start a savings account and moved \$50,000 into that account.
- VI. The board approved the January personnel report (4-0).
- VII. Samantha Bandy presented an update on the current enrollment, which ended up being 104 students as of the February count date.
- VIII. Samantha presented a revised 2021-2022 school year calendar. The board adopted the calendar (4-0).

- IX. Julie and Samantha discussed the marketing efforts and the enrollment process. The first Magazine digital copy for February was just released and there are already inquiries coming in referencing the ad and article in the magazine. Facebook ads will be starting in about a week. The enrollment process includes many steps and can be completed in as little as 30 days. At the low end, there are 30 hours of work performed by at least 3 individuals as part of that process.
- X. The board discussed having board training which should be approximately 30 minutes and likely needs to be a separate meeting. Joel will work on scheduling this training soon.
- XI. Education One was not able to be on-site, so the report was abbreviated.
- XII. Public Input
- XIII. Motion to adjourn (4-0)
- XIV. Next Meeting: 3/18/2021, 5:30 pm. In person with zoom support.

## Dynamic Minds Academy Board of Directors Meeting Minutes

5/21/2020, 5:30 pm

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**Type of Meeting:** Monthly Board of Directors Meeting

**Meeting Facilitator:** Joel Harris - President

**Attendees:**

**Board of Directors:** Doug Downey, Vice President, Secretary; Bruce Breeden; Treasurer; Mary Lou Hulseman; Barbara Maschino

Kevin Davis – Indiana Charters, Samantha Bandy – Education Director DMA, LaMeca Perkins-Knight – Associate Director DMA, Lindsay Omlor – Executive Director of Charter Schools, Emily Gaskill – Education One, Brenda Mescher – Education One, Julie Gordon – The Hope Source

- I. Call to Order
- II. Roll Call
- III. Approve April 2020 Board Meeting Minutes. Approved (5-0)
- IV. Accept financial reports for April 2020. Accepted (5-0)
- V. Personnel pay scale for 2020-2021 and Personnel Proposal Discussion
  - a. More discussion in June 2020
- VI. Proposed 2020-2021 Budget presented.
  - a. Samantha will continue to update the budget for submittal to Education One in June 2020.
- VII. Remote Learning Attendance and Summer Calendar Decision
- VIII. Adoption of Donovan Engagement Letter
  - a. Consider other options but make the final decision in the June 2020 meeting.
- IX. Status of preparation for Charter School Program Grant, Cohort Four
- X. Process for End of Year Reviews (Head of School due 6/15/2020)

- a. Complete the Head of School Review by 6/15/20 for the Board meeting on June 18, 2020.
- b. Review the review document template. Assign board members to complete the review.

XI. Education One Report

- a. Education One recommends understanding the importance of contingency budgets as it relates to COVID-19.
- b. Working with a third-party team to establish and develop a model for remote learning for best practices.
- c. Education One expressed appreciation for the performance of Samantha Bandy, LaMeca Perkins-Knight, and Aaron Wallace.
- d. As we approach the end of the year, Education One has been thinking about 3 scenarios, Full attendance, hybrid (half attendance), and full remote learning.

XII. Public Input

XIII. Motion to adjourn (4-0)

XIV. Next Meeting: Proposed – 6/18/2020, 5:30 PM

## Dynamic Minds Academy Board of Directors Meeting Minutes

6/18/2020, 5:30 pm

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**Type of Meeting:** Monthly Board of Directors Meeting

**Meeting Facilitator:** Joel Harris - President

**Attendees:**

**Board of Directors:** Doug Downey, Vice President, Secretary; Bruce Breeden; Treasurer; Mary Lou Hulseman; Barbara Maschino

Kevin Davis – Indiana Charters, Samantha Bandy – Education Director DMA, LaMeca Perkins-Knight – Associate Director DMA, Aaron Wallace – Associate Director DMA, Lindsay Omlor – Executive Director of Charter Schools, Emily Gaskill – Education One

- DRAFT
- I. Call to Order
  - II. Roll Call
  - III. Approve May 2020 Board Meeting Minutes. Approved (4-0)
  - IV. Accept personnel report. Accepted (4-0)
  - V. Accept financial reports for April 2020. Accepted (4-0)
  - VI. Board Seat Election approved. (4-0)
  - VII. Personnel pay scale for 2020-2021 and Personnel Proposal approved (5-0)
  - VIII. Proposed 2020-2021 Budget approved (5-0)
  - IX. Donovan Engagement Letter accepted (5-0)
  - X. DMA student handbook revisions approved (5-0)
  - XI. Status of preparation for Charter School Program Grant, Cohort Four.
  - XII. Marion County Restart program update.
    - a. Education One will share a checklist of things they have recommended to schools for reopening.
  - XIII. Education One Report
    - a. Reviewed the Education One 2019-2020 Annual Review DMA document
  - XIV. Public Input

XV. Motion to adjourn (4-0)

XVI. Next Meeting: Proposed – 7/16/2020, 5:30 PM

DRAFT

## Dynamic Minds Academy Board of Directors Meeting Minutes

4/16/2020, 5:30 pm

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**Type of Meeting:** Monthly Board of Directors Meeting

**Meeting Facilitator:** Joel Harris - President

**Attendees:**

**Board of Directors:** Doug Downey, Vice President, Secretary; Bruce Breeden; Treasurer; Mary Lou Hulseman; Barbara Maschino

Kevin Davis – Indiana Charters, Julie Gordon – The Hope Source, Samantha Bandy – Education Director DMA, La Meca Perkins-Knight – Associate Director DMA, Aaron Wallace Associate Education Director DMA, Lindsay Omlor – Executive Director of Charter Schools – Education One, Brenda Mescher – Education One

- I. Call to Order
- II. Roll Call
- III. Approve March's Board Meeting Minutes. Approved (5-0)
- IV. Accept financial reports for March. Accepted (5-0)
- V. Report from Samantha regarding the Continuous Learning Plan
- VI. Update on Paycheck Protection Loan
- VII. Status of preparation for Charter School Program Grant, Cohort Four
  - a. Due July 31<sup>st</sup>.
  - b. Samantha has worked through a few drafts.
- VIII. 2020-2021 Budget Submission to Education One.
  - a. Samantha has started on the budget review.
  - b. Kevin Davis will reach-out to Samantha Bandy to help complete the budget for completion.
  - c. Due June 15, 2020
- IX. Education One Report
  - a. Weekly phone calls with schools.



- b. DMA has been performing well under the circumstances of the COVID-19 pandemic.
  - c. Education One sends out weekly updates.
- X. Public Input
- XI. Motion to adjourn (5-0)
- XII. Next Meeting: Proposed – 5/21/2020, 5:30 PM

## Dynamic Minds Academy Board of Directors Meeting Minutes

3/19/2020, 5:30 pm

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**Type of Meeting:** Monthly Board of Directors Meeting

**Meeting Facilitator:** Joel Harris - President

**Attendees:**

**Board of Directors:** Doug Downey, Vice President, Secretary; Bruce Breeden; Treasurer; Mary Lou Hulseman; Barbara Maschino

Kevin Davis – Indiana Charters, Julie Gordon – The Hope Source, Samantha Bandy – Education Director DMA, La Meca Perkins-Knight – Associate Director DMA, Aaron Wallace Associate Education Director DMA, Lindsay Omlor – Executive Director of Charter Schools – Education One, Emily Gaskill – Education One

- I. Call to Order
- II. Roll Call
- III. Approve February’s Board Meeting Minutes. Approved (5-0)
- IV. Accept financial reports for February. Accepted (5-0)
- V. Accept personnel report. Accepted (5-0)
- VI. Bruce Breeden: Reported feedback from lawyer on legal clarification on personnel actions.
  - a. The attorney agrees that the “at will” basis does not require the Board to approve personnel actions
- VII. Report from Samantha Bandy and Julie Brandt Gordon reported an update the DMA/THS project begun in February 2020
  - a. Samantha Bandy reports that the DMA teams are implemented changes to themes of a therapeutic environment.
  - b. Julie Gordon teams are working well together up until the COVID-19.
  - c. They will continue the implemented the themes in the project.
- VIII. Status of preparation for Charter School Program Grant, Cohort Four

- a. Considering working with a contracted grant writer.
  - b. Deadline is 7/31/2020.
- IX. Discussion on handling the four hourly employees during building shutdown.
  - a. They are working shortened hours on cleaning tasks.
  - b. The hourly workers are budgeted, and they should be included in the eLearning tasks.
- X. Discussion on assistance to THS from DMA during shutdown.
  - a. Motion to pay the rent through the end of the school year to the Hope Source and to allow a sub-committee of Kevin Davis, Samantha Bandy, and Julie Gordon to look at other financial solutions to keep the DMA and Hope Source cooperative solvent. – Bruce Breeden. Seconded Mary Lou Hulseman - Approved (5-0)
- XI. Education One Report
  - a. Weekly update with all Education One schools on COVID-19.
  - b. Education One is working with other authorizers to find ways to collaborate and share ideas to maximize support helpful during COVID-19.
  - c. Site visits have been cancelled and will be virtual until further notice.
- XII. Mary Lou Hulseman - report on COVID-19
  - a. Mary Lou Hulseman will put together a letter with more information with information on COVID-19 and Autism.
- XIII. Public Input
- XIV. Motion to adjourn (5-0)
- XV. Next Meeting: Proposed – 4/16/2020, 5:30 PM

## Dynamic Minds Academy Board of Directors Meeting Minutes

2/20/2020, 5:30 pm

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**Type of Meeting:** Monthly Board of Directors Meeting

**Meeting Facilitator:** Joel Harris - President

**Attendees:**

**Board of Directors:** Doug Downey, Vice President, Secretary; Bruce Breeden; Treasurer; Mary Lou Hulseman; Barbara Maschino

Kevin Davis – Indiana Charters, Julie Gordon – The Hope Source, Samantha Bandy – Education Director DMA, La Meca Perkins-Knight – Associate Director DMA, Lindsay Omlor – Executive Director of Charter Schools – Education One, Emily Gaskill – Education One

- I. Call to Order
- II. Roll Call
- III. January Board Meeting Minutes Approved (5-0)
- IV. Financial Report – Samantha Bandy, Board voted to accept the November 2019 and January 2020 Financials. Approved (5-0)
- V. Personnel Report – Samantha Bandy
  - a. The board reviewed and accepted the Personnel Report.
- VI. EOCC discussion.
- VII. ArchonSec Contract proposal for IT services approved. (5-0)
- VIII. Review enrollment summary.
- IX. Feedback from Julie Gordan, Samantha Bandy, Kevin Davis, and Lindsey Olmer regarding plan to move DMA performance to original vision.
- X. Education One Report – Lindsey Omlor – Education One
- XI. Review of Action Items
- XII. Next Meeting: Proposed – 3/19/2020, 5:30 PM