

Dynamic Minds Academy Board of Directors Meeting Minutes
7/21/2022 5:30 pm

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: Emily Gaskill; Kevin Davis; Samantha Bandy; Amy Thornburg

- I. Call to Order
- II. Roll Call
- III. The Board approved the June 2022 Board Meeting Minutes (4-0).
- IV. Board Officer Elections were held. Joel Harris was elected President (3-0); Michael Gilbert was elected Vice-President (3-0); and Rachel Deaton was elected Treasurer (3-0)
- V. Joel gave an update on the board member search process. A couple of people have been contacted. One person has contacted us. Several potential candidates are going to be contacted shortly. Samantha will need to get the board questionnaire activated on the Microsoft platform for us to distribute to potential board members.
- VI. Approve the June 2022 Financials (4-0)
- VII. Accept Personnel Report (4-0).
- VIII. Samantha Bandy presented an update on enrollment and marketing. The count as of the meeting was 92—generally as expected due to graduations and departures for other schools. Forecast 2022-2023 enrollment has increased over the last month from 112 to 116. These are anticipated by the count date of September 16, 2022. Marketing efforts are continuing.
- IX. The Board approved engaging Donovan CPA to provide the auditing services for the annual review (4-0).
- X. Samantha Bandy presented the DMA evaluation plan for the 2022-2023 school year.
- XI. The Board approved an updated TAG policy (4-0).
- XII. The state has increased their contributions from 5.5 to 6% on retirement accounts. It was moved that DMA follows the state changes on 403b contributions beginning in the 2022-2023 school year (4-0).
- XIII. THS and IC evaluations have been provided. Reviews with the organizations need to be scheduled.
- XIV. A Board Retreat will be held on August 6th, 2022 at Mary Lou Hulseman's office.
- XV. Education One Report – the annual review was presented. Key items discussed were: the budgeted enrollment for 2022-2023 is 105; there were changes in the Organization Performance evaluation criteria to include the Board Self-Assessment

results; there is a need for finance training; We are going into year 4 of the charter which means that we will be prepping for re-charter this year.

XVI. Public Input

XVII. Motion to adjourn (4-0)

XVIII. Next Meeting: 8/18/2022, 5:30 pm. In person with Teams support.

Attendees:

Rachel Deaton; Michael Gilbert; Joel Harris; Mary Lou Hulseman
Emily Gaskill; Kevin Davis; Samantha Bandy; Aaron Wallace; Amy Thornburg

July minutes

Approved unanimously

Financials

@200 donations cash, Amazon smile or Kroger,
22000 - buildings discussed

Approved unanimously

Personnel report

2 new, 2 open, has an assistant filling in short term

Attempting to fill bigs
Need positions to balance things out
Approved unanimously

Enrollment update

11 new students
1 transferred out
5, 5, 10 in the queue, tours are still scheduled
around 107 for count day

Board member search progress

Reviewed the interview form on site, ready to move forward
Rachel talking with some individuals, asked for assistance in explaining the process
Possibly taking a tour, will have a board member present, will discuss the process

Evaluations

THS and IC
Will be scheduling the in person evals soon, by next board meeting

Covid absentee policy updated

Time would have to come out of PTO as fund has been exhausted
At least 1 time per school year, proof of positive test
The teacher, not a family member,

Move to adopt, unanimously

Proposed Subcommittees

Building subcommittee that has at least one board member,

Fundraising - Mary Lou

Board recruitment - Rachel

Data and evaluations - Mike, testing results , translation, all on the same page

Parental advisory committee- Joel

A chair, not limited to DMA employees, required to be invited

Not making policy, but recommending, Kevin! Advisory committee

Motioned, approved unanimously

Education1 Update

Status update from organized, clarity and concise

Includes resource page, with some historic data

Graduation on track, specifically math proficiency

Strength of diploma,

Financials, days to cash metric changing, going to 60 days,

Organizational, no changes

State performance, iLearn, not applicable until 22-23,

Achievement ratings are available,

Math is not meeting, reading and SS are being met

Charter compliance at meets

Public input

IN education scholarship fund available

LEAF academy 18-28 working on vocational skills, \$18K

Public offerings for social activities being given the spotlight

Motion to adjourn approved unanimously

Dynamic Minds Academy Board of Directors Meeting Minutes
9/15/2022 5:30 pm

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: Emily Gaskill; Kevin Davis; Samantha Bandy; Amy Thornburg

- I. Call to Order
- II. Roll Call
- III. The Board approved the August 2022 Board Meeting Minutes (4-0).
- IV. The August 2022 financials were reviewed and approved (4-0).
- V. Accept Personnel Report (4-0).
- VI. Samantha Bandy gave an update on enrollment with a September enrollment of 107 for the official count. When all in wait queue are processed it is estimated to have 127.
- VII. Joel and Rachel gave an update on the board member search process. One prospective candidate has filled in the survey. Rachel is still contacting other potential candidates.
- VIII. The status of subcommittees was discussed. We are still in the beginning of the process of working with the subcommittees.
- IX. Education One Report
- X. Public Input
- XI. Motion to adjourn (4-0)
- XII. Next Meeting: 10/20/2022, 5:30 pm. In person with Teams support.

Board Members

Joel Harris, MaryLou Hulseman, Michael Gilbert, Rachel Deaton

Attending

Samantha Bandy
Amanda Webb
Kevin Davis
Emily Gaskill
Amy Thornburg

Activities

September Minutes

Approved unanimously

Financials

Assets were noticeably decreased, rent payment was discussed

Approved unanimously

Personnel

One person separated, one gained, approaching fully staffed

Approved unanimously

Enrollment

Currently at 108 enrolled, have some on the waitlist and ready to tour.
Projected 124 by 2/1

Marketing

Investigated Niche, versus separate ad via FB and Google
Sami to review contract, if determine if DMA is locked into an amount of time

Board Member search

Rachel looking into another member, is sending the link to sign up
Replies are not as forthcoming as anticipated.

Joel proposed executive session to review details and going forward plan

Special Ed Attorney

Family has engaged their own attorney over IEP, requesting hearing.

Recommend that DMA look into retaining an attorney.

Alexandra Curlin was put forth as a candidate. Kevin stated that he has good experience with her.

Alexandra joined the call, reviewed her qualifications and interest in supporting DMA.

Motion to allow Sami to contact Alexandra as needed, with board notification.

Passed Unanimously

Education One

Emily introduced Amanda, will be assisting going forward

Meets standard on Academic and Organizational.

Pen Pals starting with Trine.

Public Input

None.

Motion to adjourn

Approved Unanimously

November DMA Board Minutes

Joel Harris, MaryLou Hulseman, Rachel Deaton, Michael Gilbert - Board Members

Attending

Samantha Bandy
Aaron Wallace
Amanda Webb
Emily Gaskill
Amy Thornburg

October Minutes

Approved Unanimously

November Financials

Question about Family Eye line, Samantha stated it was reimbursement for a student's broken glasses while in session

Approved Unanimously

Personnel

One new hire, 34/36 filled in littles
Approved Unanimously

Enrollment

112 enrolled, none lost for couple of months,
Do have a waitlist, some in enrollment queue

Amending School Schedule

Dec 23rd, make into a staff development day, typically low to none attendance
Approved Unanimously

Niche Marketing

Motion to approve Niche as the marketing resource going forward.
Approved Unanimously

Samantha Mid-year review

Updated goals due by Dec 15
Michael and Joel will review with Samantha

Board Member Search

Rachel invited 6, so responded
Joel asked that the board meet with Amy, prospective candidate
Emily gave some options on connecting with prospective candidates

Education One

Academic Performance, approaching standard

Organizational Performance, meets standard

Reviewed some upcoming events with Trine

Public Input

Question about staff gifts, Samantha stated that the preference is not items but food stuffs, possibly during the week instead of a specific day

Move to adjourn

Approved Unanimously

Attending

Board

Joel, Mike, MaryLou, Rachel

Public

Samantha, Kevin, Amy T, Aaron, Amanda

November minutes

Approved unanimously

Personnel

One new, 2 resignations

Approved unanimously

Enrollment

Ending the month at 115, 5 more being brought in Jan, 120 by Feb

39 on the waitlist, more than half are littles, planning on grade level shift by Memorial Day

Amanda, Education One

Local performance, approaching standard in instruction, as well as attendance

Financial

Exceeding standards in enrollment variance

As enrollment increases, cash days should be equivalent

James foundation grant recipient, \$1000

School leader evaluation is due! Joel will have information to the board within the next few days.

Public input

School calendar is in progress, Samantha is talking with Julie

Meeting is adjourned to an executive session.

Board

Joel, Mike, Rachel, MaryLou

Public

Samantha Bandy, Aaron Wallace, Amy Thornburg, Amanda Webb, Shala Gardner
(Parent)

December Board Minutes

Approved Unanimously

Motion to Elect Amy Thornburg to board

July 2026

Approved Unanimously

Financials

November Financials were not approved in December

Extra revenue, due to bank error

November and December financials approved unanimously

Personnel

Instructional Assistant left, no call/no show

Approved Unanimously

Enrollment

1 student transitioned to public school

114 by Feb deadline

Waitlist continues to grow

Calendar

Discussion about spring break and how it's displayed

Most are taking the time, but some are choosing different times

Discussion to move summer break to coincide with the Fourth holiday

Approved Unanimously, with change to typo

Teacher Pay

Increase to structure, a net 4 level bump

420K surplus budgeted for the year, will be around 300K if approved

Approved Unanimously

Instructional Assistant

Minor bump to structure as well, in line with other schools

Repairs

Jan 30 targeted for return

Insurance claim will be made, some curriculum was lost

CSP grant

Received letter that extra funds were available, intent to receive

additional funds will be sent

Education One

Academic Performance
Approaching Standard
Organizational Performance
Meeting Expectations

Public Input

Discussion about Trine Pals
Discussion about property taxes for charter schools

Motion to dismiss

Unanimously Approved

February Board Meeting

Joel Harris, Michael Gilbert, MaryLou Hulsman, Rachel Deaton, Amy Thornburg
Samantha Bandy, Kevin Davis, Aaron Wallace, Amanda Webb (Education One)

January Minutes

Approved Unanimously

January Financials

Discussion of the special education (charter school) grant

Approved Unanimously

Personnel Report

Admin for biggs filled, looking for a few other roles

Accepted Unanimously

Enrollment

1 transfer and 1 de-enrolled

116 at count

A few students are ready to start, waiting on paperwork. More tours occurring, could point to a waitlist if the trend continues.

Next count day is in September

DMA capacity is 144 with current personnel, has been communicated to THS

Discussion around capacity, and how THS can support.

Niche Statistics

133 clicks for January, numbers indicated that promotion is doing well.

Instructional Assistants Pay Proposal

Samantha talked with THS on structure, attempting to match other systems

Move to adopt, approved unanimously

Staffing and Administrative Pay Proposal

Samantha researched some salaries about other charter schools, very limited information was available. She was able to find some based on IPS or other public schools.

Will be making some moves to “promote” some, in line with other organizations.

Kevin states no useful organizations in the area that would provide similar information.

Money in reserve is still in place, additions would not affect that money.

Aaron stated that the promotions are for people that have worked in the organization for a long time, are capable of making decisions, and are trustworthy.

Move to adopt, approved unanimously

DOE visit

Will be meeting to approve, will be virtual visit, requiring some video of the building.

Requiring a panel, virtual walk through, will have a parent, and a community partner (THS).

Will happen in April

CSP Grant

Samantha has been working on the grant for some time.

One of the issues is trying to spend the grant money without including salaries.

Sentiment is that the plan for the grant is admirable.

Education One Presentation - Amanda

Academic Performance – Approaching standard

Organizational Performance – Meets standard

New accountability framework in progress

Will work with another national organization that matches DMA’s model

Collaborate with DMA, then present to DMA Board in June

Stakeholder Results

Participation 88% Satisfaction 98%

Board Governance Self-Assessment due April 15th

Public Input/Forum

Discussion about current legislative entries, those that would affect DMA.

Discussion about Mr. Anrew’s wife and any support or gift that could be given.

Move to adjourn

Approved unanimously

Attendees

Board - Joel Harris, Michael Gilbert, Amy Thornburg

DMA - Samantha Bandy, Kevin Davis, Aaron Wallace

Education One - Amanda Webb

February Minutes

Approved Unanimously

Financials

Samantha moved some money back and forth, to avoid bank charges.

Approved Unanimously

Personnel Report

2 Leaving, confident that open positions will be filled, 1 position may have to wait till next school year

Approved Unanimously

Enrollment

1 new, no losses, holding at 116

Has some that will be graduating, 77 currently on the tour list, anticipating being at capacity

Samantha stated that there are some changes from the Indiana government coming, budgeting will be done by May's board meeting.

Grants

DMA has received a grant, \$1500 from Pacific Life, was used for some teacher training.

In the running for another grant, \$150K, waiting on a response ATM.

Education One – Amanda

Instruction meeting standard, attendance is approaching standard, financial meeting standards

Board Governance Self-Assessment due April 15th End of Year Satisfaction Surveys due June 1st

Public Input

Attendees:

Board - Joel Harris, Michael Gilbert, Amy Thornburg

DMA - Samantha Bandy, Kevin Davis, Aaron Wallace

Education One - Amanda Webb

March Minutes

Approved Unanimously

Financials

Approved Unanimously

Personnel Report

Hired SS teacher, and math starting later

Some new trainings assigned

4th FT for biggs needed, some interest received

Approved Unanimously

Enrollment

116, no loss no gain

Reviewed the returning and in the pipe line students

Anticipating 124 for the school year 2023-24

Retention

Overall 94% from 22-23, not including age outs or graduations

Budget

Highlights

Balanced budget with no carryone from 22-23

Anticipating @ \$400K at end of current school year

DMA/THS Contract

Ongoing talks with Julie, asked for a July 1 st deadline

Most things are already in use, but not in writing

Getting information in writing about how to deal with students that are not being served by THS

Charter Renewal Timeline review

The school team consists of Samantha and Aaron

Education One is involved, initial call June 14th

Target date is Sept 20, 2023

Education One

Will be visiting one more time this school year

No changed to performance at this time

State testing notes of encouragement and Trine pals were successes, very appreciative of the effort

EOY Satisfaction surveys

Due June first

Public Input

Board Feedback will be sent ASAP

Annual review for Samantha, due date June 15th

Rachel's search for new board members continues, is talking with a member of the Toyota board.

Teacher appreciation May 8th – 12th

25 DMA staff count

Conversation around providing lunch and snacks

Dynamic Minds Academy Board of Directors Meeting Minutes
6/15/2023 5:30 pm

Type of Meeting: Monthly Board of Directors Meeting

Meeting Facilitator: Joel Harris - President

Attendees:

Board of Directors: Michael Gilbert, Mary Lou Hulseman, Amy Thornburg, Rachel Deaton

- I. Call to Order
- II. Roll Call
- III. The Board approved the April 2023 Board Meeting Minutes (5-0). There was no official meeting in May, so there are not meeting minutes from May.
- IV. Approve the March, April, and May 2023 Financials (5-0)
- V. Accept June Personnel Report (5-0).
- VI. Samantha presented the enrollment numbers with current enrollment at 121. There are 76 on waitlist to tour and only 11 openings.
- VII. The 2023-2024 school year budget was reviewed and approved (5-0)
- VIII. Revisions of the Staff and Parent Handbook were reviewed. It was moved to adopt the changes with the exception of the Crisis Section. This was approved (5-0) and the edited Crisis section will be reviewed next month.
- IX. The PT Contract was approved (5-0).
- X. The Hope Source Contract was approved and Joel Harris was authorized to sign the contract. (5-0)
- XI. We discussed security cameras being placed in the classrooms. THS is working on some proposals to purchase a camera system and wanted to know if DMA wanted to purchase some at the same time. Further information will need to be reviewed when details are available later.
- XII. The school leader evaluation was approved (5-0).
- XIII. The recharter process was reviewed.
- XIV. Education One Report – the annual review will be presented before the next meeting
- XV. Public Input – Michael Gilbert was re-elected to a new 3 year term (4-0).
- XVI. Motion to adjourn (5-0)
- XVII. Next Meeting: 7/20/2023, 5:30 pm. In person with Teams support.