



Board Meeting Minutes

Date and Location

Wednesday June 26, 2019
11:30 am
Damar Services, Inc.
6067 Decatur Blvd
Indianapolis, IN 46241

Board Members Present

Lyle Coleman
Chuck Ellis
Tifini McClyde
Karen Snyder
Allyson Strother
Patty Edwards
Carlos Alexander

Board Members Absent

Joey Wright

Others Present (Staff, Public)

Aimee Brown, DCA School Leader
Dr. Jim Dalton DCA Superintendant
Julie Gurule, DCA
Cora Collier, DCA
Ken File, Damar Foundation
Paul Dennison, Damar , Finance Director
Katie McCoy, Damar CEA
Jordan Maitland Guest

Approval of Minutes

Formal review and approval of minutes will occur at the 8-28-2019 Board Meeting.

Record of Public Comments

Thank you to board member Allyson Strother for recognizing the teachers during Teachers Appreciation Week. She treated staff to Pizza one day and donuts on another.

The Board complimented the Administration on the work and accomplishments of the school year!

Summary of Discussions

The meeting was brought to order at 11:35 am by Chair Carlos Alexander. Members and staff were welcomed, and all enjoyed lunch. The minutes from the April 2019 meeting were approved.

Curriculum and Programming

Teacher Molly Wells and her assistant, Michelle Tolnay, wrapped up a phenomenal first year with the Service to Others Club. In addition to numerous projects conducted around the school, their partnership with Active Grace, a local food pantry, provided donations of fresh meat and produce to send home with 55 students and their families on a weekly basis. The clothing pantry is now up and running thanks to the help of volunteers through the Kohls Cares for Kids program, who also gave a monetary donation to DCA to assist with these efforts. In addition, Kroger provided \$250 in gift cards to help stock the food pantry.

The Youth Connection Curriculum Based Support Groups (CBSG) wrapped up the last of 12 small group sessions, culminating with a celebration of each student's participation. This research and evidence-based curriculum was delivered in a small group setting of 6 students per group and focused on a wide variety of social/emotional topics, including drug and alcohol prevention. Feedback from both the students and their referring teachers was overwhelmingly positive, and DCA plans to utilize this intervention again next school year.

DCA administration met with Nancy Washburn to review data and outcomes for the students served by her grant-funded position as a pre-employment transition services (pre-ETS) provider in conjunction with Vocational Rehabilitation (VR) Services. As a reminder, Nancy met weekly with each of our high school vocational and diploma track classes to provide classroom guidance lessons focused on the five key areas related to transition planning, including job exploration counseling, work-based learning experiences, post-secondary education opportunities, workplace readiness, and selfadvocacy. In addition to reaching those 75 students in a group capacity, she also met weekly with numerous individuals and their families to develop personalized transition

Regarding the 2018-2019 state assessments, the I AM alternate assessment, as well as the ILEARN (formerly ISTEP) testing, both ended May 17th. As of now, results have not been formally released. Consequently, DCA does not yet have final ratings calculated with regard to the accountability framework for the Mayor's Office of Education Innovation (OEI) for related indicators. A copy of the most current results is included in this report.

Academic Year Concludes

DCA wrapped up its 8th year of operation on Wednesday, June 5th. Though the teachers and administration were initially challenged with orienting more new students and families than ever before, the year ended on a high note, with much to be celebrated!

Student highlights include: ○ Student Alec Deuel received the first ever Core 40 with Academic Honors diploma from DCA and will be enrolling at the University of Indianapolis in the fall to study paleontology, with all expenses paid.

Student Adam Betten completed the necessary requirements via a project for DCA to receive the coveted Eagle Scout distinction. ○ Student Ashsai Webb was accepted into Project SEARCH, a competitive, postsecondary job training program, at Community East Hospital.

The aforementioned students were joined by 10 of their peers (13 in total) for another heartfelt graduation ceremony on Friday, May 31st. Each individual was honored and celebrated, along with his or her family, for their outstanding accomplishments and resilience, despite numerous personal obstacles along the way.

Other celebrations included a year-end talent show, an indoor carnival, cookouts, field trips to the zoo, an Indians game, museums, and more. The Dragons Den employees were treated to a special day out at The Main Event, where they enjoyed a catered lunch and unlimited games. Students who were 16 and older dressed in their best formal attire and experienced a fabulous night of dinner and dancing at Jones Crossing during Damar's annual prom event. Overall, the students had a fun ending to another strong year at DCA!

School Safety

DCA is thrilled to have the new key card access system fully functioning! All school personnel have received new badges that grant them tiered access. Visitors are now buzzed into the school to complete the sign-in process at the front desk. The intercom system for initial access into the school should hopefully be installed prior to the start of next school year, completing this project.

Matt Hohman will fully transition to the roll of DCA's School Safety Specialist this coming school year. As you may recall, he completed the IDOE's certification training, along with Aimee Brown, in February. His current responsibilities will broaden to include safety, security, intervention and prevention, and emergency preparedness planning. As a result, it was determined that DCA needed an additional support staff to assist with the daily behavioral needs of students, and Damar Services has agreed to provide a fulltime Resource Team member. Matt has begun work on updating DCA's school safety procedures and will be prepared to rollout the Standard Response Protocol from the "I Love U Guys"

Foundation to all staff in August. Additionally, an active shooter training has been scheduled for all staff prior to the start of the new school year.

Fundraising/Grants

DCA is in the process of purchasing Chromebooks for several of DCA's classrooms, as the final expenditure of the \$150,000 technology grant that was graciously awarded by the Damar Foundation. In addition, a new \$25,000 grant was just awarded by the Foundation to remodel the Life Skills program's kitchen area and to provide additional resources and materials for students. DCA cannot thank the Damar Foundation enough for their advocacy and continued financial support!

Accountability/Performance

DCA held its annual lottery for the upcoming school year on Wednesday, May 1st. At the time, nearly 200 names from the previous waiting list were included. Approximately 15 spots have already been solidified, and more decisions are in process, with 40 new enrollments in total anticipated. Julie Gurulé will continue working throughout the remainder of the summer to enroll new students and orient them and their families to DCA. Aimee Brown and Cora Collier will begin meeting with new parents and guardians to conduct their move-in case conferences at the beginning of the new school year.

Related to enrollment, a recent IDOE memo stated "IDOE will collect an average daily membership (ADM) count of students in the fall and in the spring. The fall count date will be September 13 and the spring count date will be February 3, 2020. Both counts will be used in the FY 2020 State Tuition Support formula to determine Basic Grant distributions to public school corporations and charter schools." This is a change from recent years, where only the fall count day was used to calculate funding. DCA expects to meet its target enrollment/maximum capacity of 195 students for each of the two funding counts.

The 2019-2020 school year will begin on Wednesday, August 7th, 2019. Teachers will return on Monday, August 5th, in order to finish preparing. The DCA Back-to-School Night is tentatively scheduled for Tuesday, August 6th, where students and families will have the opportunity to tour the school, meet the teachers and admin, and complete any outstanding paperwork. A complete 2019-2020 academic calendar is included in this report.

Leadership/Personnel

Cora Collier and Julie Gurulé attended the IDOE's 2nd Annual "Title Con" Conference April 22nd- 24th. Sessions ranged from fiscal guidance, to ESSA updates, to datainformed decision making, to literacy and math frameworks, as well as compliance requirements.

Aimee Brown and Julie Gurule attended the annual Mayor's Office (OEI) returning leaders' workshop on June 13th. DCA received a copy of the new Handbook, along with updates regarding the 2019 Legislative Session. Representatives from OEI presented updates to the accountability framework, including the following changes:

- **Indicator 1.3** (now reads: “to meet standard, students who have been enrolled at the school for two or more consecutive years show an increase in combined proficiency rate of 5 or more percentage points OR the charter school has a combined proficiency of 70% or more.”)
- **Indicator 1.4** (data will now be broken down into subgroups, including special education)
- **and the addition of Indicator 1.8** (performance on the IREAD 3 assessment.) ○ **Core Question 3 (Governance) has undergone significant revision across all indicators.**

✦ A link to the updated information may be found here:

<http://oei.indy.gov/wp->

[content/uploads/2015/04/CW.ReturningLeaderPresentationOnline.2019-](http://oei.indy.gov/wp-content/uploads/2015/04/CW.ReturningLeaderPresentationOnline.2019-)

Aimee Brown shared the results of the Core Question One report.

Governance

Jordan Maitland was presented at the meeting as a recommendation for a board seat. Motion was made by Tifini McClyde and seconded by Karen Snyder all members approved the nomination.

Finance

For the month ending May 30, 2019, DCA had a negative margin from operations of about \$29K. However, the overall annual margin is at nearly \$119K (more than 60K above budget). The one-month negative operating margin is an exception and is mainly due to timing of grant expenses yet to be reimbursed. Margin expectations for the end of the fiscal year remain at approximately \$150K.

The balance sheet has remained stable and adequately liquid.

End of Minutes