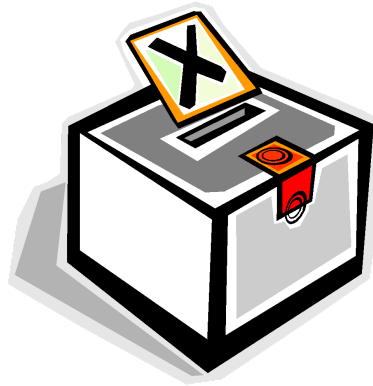


2021

Board of Directors

Annual Election

Voting Guide



Contents: 1) Introductory information
2) Election timeline and voting protocol
3) Candidate biographies

Introduction

Welcome to DaVinci Academy's annual Board of Directors election. This voting guide will provide you with information regarding this year's candidates and how the election process works.

The DaVinci Academy Board of Directors consists of at least five but no more than nine members. Current school bylaws specify that the board must be comprised of at least two Minnesota licensed teachers employed at the school, at least three parent/legal guardians of children enrolled at the school, and at least two community members who are neither employed at the school nor have a child enrolled at the school. The two remaining at-large members can be from any one of the three categories.

Our board membership includes a wide variety of professional backgrounds and competencies. Below is our current board membership, with the three seats up for election highlighted yellow.

Current DaVinci Academy Board

SEAT	ROLE	TERM	NAME
A	Teacher	Feb 2018 - Feb 2021	Lenny Ulloa Silva
B	Teacher	Feb 2018 - Feb 2021	Katie Borg
C	Community	Feb 2018 - Feb 2021	Jeff Dodge
D	Parent	Feb 2019 - Feb 2022	Joe Thomas
E	Community	Feb 2019 - Feb 2022	Ojonomi Ocholi
F	Parent	Feb 2020 - Feb 2023	Andy Wallschlaeger
G	Parent	Feb 2020 - Feb 2023	Melanie Persellin
H	At-Large	Feb 2019 - Feb 2022	Todd Paulson
I	At-Large	Feb 2019 - Feb 2022	Idara Uko

Current Election Needs

There are three positions up for election: two teacher members and one community member. We have four nominees to fill the three positions.

Note these important dates:

- Candidate Forum 6:30pm Monday January 25th *(via Zoom due to COVID-19 restrictions, everyone is invited)*
- Voting Starts February 8, 2021 *(mail in or remote voting via Google Forms due to COVID-19 restrictions)*
- Voting Ends February 22, 2021 at 5:00pm
- Results Announced February 22, 2021 at 6:00pm at the Annual Meeting *(via Zoom due to COVID-19 restrictions, everyone is invited)*

The next two pages provide details on the election process and the election voting protocols.

DaVinci Academy of Arts and Science

BOARD ELECTION PROTOCOL

Policy

1. The election must be public, open, fair, and transparent to the DaVinci Academy community.
2. DaVinci Academy is responsible for providing all eligible voters with access to ballots and with a means of returning completed ballots.

Eligible Voters

1. Each parent with one or more students enrolled at DaVinci Academy receives one vote.
2. Parent is defined as a legal guardian of a student(s) whose address has been given to DaVinci Academy as the address of record where all school communications should be sent.
3. Each DaVinci Academy faculty and staff member receives one vote.
4. Faculty and staff of the school who are also parents may only vote once.
5. **Due to Covid restrictions, we will have two options for voting. You may only choose one:**

1) **Paper Ballots:** For the paper ballot to be counted, the eligible voter's name and signature must be legible.

- **Completed ballots must be placed in an envelope;**
- **Envelopes must be sealed;**
- **Voters must sign the envelope, using their legal name, across the envelope seal;**
- **The voter's name must be legibly printed on the envelope to substantiate the voter's legal signature.**

Note:

- **Ballot envelopes that are unsigned or signed incorrectly will not be counted.**
- **For the ballot to be counted, the voter's name and signature must be legible.**

2) **Google Forms:**

- **A link will be provided to all registered email addresses.**
- **Follow the instructions to vote for your desired candidate.**

6. Each stakeholder is allowed (1) vote. Restrictions are in place to prevent multiple votes.

Candidate Forum

A candidate forum will take place on Zoom on January 25th at 6:30 p.m. The purpose of the candidate forum is to provide the candidates an opportunity to explain to the stakeholders of DaVinci Academy why they want to become a board member and how they bring certain expertise to the board. The candidate forum also provides stakeholders of DaVinci Academy the opportunity to learn more about the candidates.

Ballot Distribution

1. A locked ballot box will be placed in the DaVinci Academy office, under the supervision of the school administration. The School Director will ensure that the ballot box remains secure and locked.
2. Ballots will be e-mailed as a Google Form link to all eligible voters on February 8th. If the school does not have a current e-mail address for any eligible voter, a paper ballot will be mailed via USPS. Paper ballots will also be available throughout the voting period at the school and during the candidate forum.

Ballot Receipt

1. The deadline for returning ballots/reply to the Google Form is February 22th at 5:00 p.m. There are no exceptions.
2. Ballots received by mail will be placed into the locked ballot box sealed and unopened. **All mailed ballots must be received by the same deadline. No ballots will be accepted by e-mail other than in the Google Form.**
3. Those who return their ballots (ballot envelopes) in person may deposit them into the locked ballot box themselves or they may give them to a school representative for deposit in the locked ballot box.
4. The locked ballot box will be secured in a locked office when DaVinci Academy's office is closed.

Ballot Counting

1. Ballots will be counted on February 22 at 5:00 p.m., in advance of the school's Annual Meeting, which is scheduled to begin at 6:00 p.m.
2. The ballot-counting will take place in DaVinci Academy's office.
3. Everyone in the community is invited to attend the Annual Meeting at 6:00 p.m.
Four members of the Board of Directors or their designees will count the votes. Two outside observers will ensure that the tally proceeds accurately, as follows:
 - Member #1 will take each ballot envelope out of the ballot box. They will discard any ballots not in sealed envelopes. They will also check that each ballot envelope is signed and the voter's name is legibly printed on the envelope. Any unsigned ballot envelopes will be discarded.
 - Member #2 will check that each ballot envelope is submitted by an eligible voter and that this is the only ballot submitted for that voter, based on the school's list of addresses of record for parents/legal guardians, home addresses for employees, and addresses of record for non-parent, non-employee board members. If two ballots are cast by the same voter, the ballot that indicates it supersedes the prior ballot will be counted. If neither ballot indicates it supersedes the other, both ballots will be discarded.
 - Member #3 will open the ballot envelope and place it in a designated container. They will then pass the folded ballot to member #4.
 - Member #4 will unfold the ballot and read the names of the candidates who receive the votes on that ballot. They will place a hatch mark next to those candidates' names on the master tally sheet. This sheet will contain all candidates' names and will be sufficiently large for all observers to see that the candidates' names called out by member #4 receive a hatch mark on the master tally sheet. The Board of Directors may choose to use a paper tally sheet or an overhead transparency tally sheet or PowerPoint projector.
 - If a ballot is illegible or the ballot counters are otherwise unable to determine the intent or eligibility of the voter, the ballot will be declared spoiled and not counted.
 - For the votes that come through the Google Form, only the member of the board with access to the results will open the results. They will check the email address to make sure they are in fact eligible voters.
4. In the event of a tie, a runoff election between the tied candidates will be held within two weeks.

Announcement of Winning Candidates

Although the master tally sheet may indicate which candidates have received the most votes, the formal announcement will come at the beginning of the Annual Meeting at 6:00 p.m. on February 22th.

Following that are the profiles of the candidates who have been nominated to fill these positions.

DaVinci Board Election: Candidate Questionnaire/Biography FOR TEACHER POSITION

Name: **Katharine Borg**

Relationship to DaVinci, if any (e.g. children attending by grade level, etc.): Teacher

Describe your profession: I am a Kindergarten Teacher.

Describe your education: I have a B.S in Elementary Education from Bemidji State University.

1. *What motivates you to want to become a board member?*

I want to continue to be a board member to be a part of where DaVinci is going and continue to be able to support and contribute to our direction. I have really enjoyed my time on the board this past year and I would be grateful for the opportunity to continue in this role as an educator.

2. *What do you feel is the most important responsibility of the school board?*

I believe the school board's most important responsibility is to set both the overall vision and tangible goals for our school and monitor that those goals are being met. The board needs to have a positive relationship with Administration so that we can be successful while making decisions that are student centered and that will align with our vision and mission as a school.

3. *What specific skills, expertise, or contributions would you bring to the board?*

I am a creative and organized teacher who is constantly researching ideas that are innovative and result oriented. My passion for Davinci, along with my previous board experience and years of teaching experience, will continue to aid in my contribution to the school board.

4. *How will the DaVinci organization benefit from your participation?*

I look forward to continuing to share my ideas and give feedback from an educator/teacher point of view. With the experience I have as a teacher, board member and committee member/chairman I feel that I can give well rounded feedback or insight on agenda items.

5. *How is membership on the board compatible with your current profession and personal obligations?*

I know being on the board is a great responsibility and honor. I feel that I have handled the responsibilities of being a board member, committee chairman, teacher, and lead teacher well in balancing my duties and time commitments. In these positions I am facilitating meetings, collaborating with others, and supporting others with coaching and observation feedback.

6. *Have you ever served on a non-profit or school board? If so, describe the board, length of term, your role, and how you were involved or what you accomplished.*

Yes, I was given the opportunity to join Davinci's school board Jan. 2020. I served on the board for 1 year and I had the honor of being a teacher representative and the chairman of the School Development Committee. As chairman of the school development committee along with the committee members, I have had successful fundraisers with the color run, give to the max and Heggie's pizza.

DaVinci Board Election: Candidate Questionnaire/Biography FOR COMMUNITY POSITION

Name: **Jeff Dodge**

Relationship to DaVinci, if any (e.g. children attending by grade level, etc.): I am currently an active board member holding the community chair.

Describe your profession: I am the Campus Pastor of the Anoka Location of Eagle Brook Church. I lead a team of pastors and staff to handle the operations and production of the ministry that happens at our site.

Describe your education: I graduated high school from Maranatha Christian Academy and then attended Marantha College

1. ***What motivates you to want to become a board member?*** I resonate with the idea that we never stop growing and learning. I believe we should never stop developing and I want to pass that value on to my 5, 3, and 1 year old children. I align with DaVinci's mission of helping shape students to be lifelong learners and I want to be a part of making that happen.
2. ***What do you feel is the most important responsibility of the school board?*** To lean on the experience we have as a team so that we can set the direction of the school. We do that by making decisions on fiscal, educational, and operational policies as well as major contracts.
3. ***What specific skills, expertise, or contributions would you bring to the board?***
I would describe myself as a strategic leader. In my career, I have had to navigate complex problems and make decisions that would impact thousands of people. I have experience serving on leadership teams and I know the value of working together to reach a shared goal.
4. ***How will the DaVinci organization benefit from your participation?***
I can help provide a unique perspective using my experience in leadership in the community.
5. ***How is membership on the board compatible with your current profession and personal obligations?***
I have 3 young kids and my current profession is demanding but I definitely have the margin to serve on the board and attend meetings regularly.
6. ***Have you ever served on a non-profit or school board? If so, describe the board, length of term, your role, and how you were involved or what you accomplished.***
Yes, I am currently serving on the Board of Directors at DaVinci. I have held my chair since October of 2020.

DaVinci Board Election: Candidate Questionnaire/Biography FOR COMMUNITY BOARD POSITION

Name: Casey Rasmussen

Relationship to DaVinci, if any (e.g. children attending by grade level, etc.): Friend of staff member

Describe your profession: I am a paraeducator and distance learning coordinator. In the past, I worked with teachers in a setting IV EBD school to foster learning for students with specific emotional and behavioral needs. Currently, I work with a family who has two elementary age children. I help them manage their distance learning, meals, and daily activities while the parents are at work.

Describe your education: I've earned a bachelor's degree in instrumental music education with a licensable minor in special education.

1. *What motivates you to want to become a board member?*

I would like to have the opportunity to effect positive change and reinforce current policies that foster the equitable education and safety of staff and students. I would like to hear opinions of others and build off of the experience and knowledge of other board members to make equitable decisions for the district.

2. *What do you feel is the most important responsibility of the school board?*

I think the most important responsibility of the school board is to come prepared to each meeting to ensure that students are receiving the most equitable, research based, and unbiased education possible. Also, to ensure that staff has the opportunity to be heard, treated with respect, and given clear guidelines to work within.

3. *What specific skills, expertise, or contributions would you bring to the board?*

I have gained many skills throughout my years in schools that I can bring to the board. During my college experience, I worked with students in music classrooms K-12, students in special education classrooms K-8, and students in general education classrooms K-12. During my student teaching, I taught 6-12 band, K-8 general music, and 1st-5th grade special education. I spent 18 weeks in diverse music classrooms leading ensembles, giving private lessons, teaching general music, and working with teachers to write lesson plans and lead classes.

Immediately after student teaching, I started working in setting IV special education in an EBD school. There I learned a lot about patience, boundaries, diversity, differentiation, and most importantly equity. The attention to socioeconomic, educational, and emotional equity was required to ensure each student had the experience that would benefit them the most and help them meet their goals based on their specific skills and interests.

I also have a long history of working with families as a babysitter when I was younger, then in child care facilities and as a PCA for children and adults with special needs during my high school and college years. This has given me much perspective on what families and individuals need to grow together and independently. It has shown me how greatly equity and the consideration to individual goals impacts the quality of both family life and education.

4. ***How will the DaVinci organization benefit from your participation?***

I enjoy learning and working with other professionals and community members. I think I bring a lot of valuable experience from prior employment and private life. I have the ability to listen, think critically, and work with other members to solve problems affecting the DaVinci community.

5. ***How is membership on the board compatible with your current profession and personal obligations?***

Currently, my job requires critical thinking and problem solving to make sure that my students are successful in their education. My profession involves ensuring the best educational opportunities for my students. Personally, I believe that I have an obligation to ensure equitable opportunities for all students and a job on the DaVinci board will help me continue to work within my personal obligations.

6. ***Have you ever served on a non-profit or school board? If so, describe the board, length of term, your role, and how you were involved or what you accomplished.***

I have not served on a school board before, but I am looking forward to the opportunity.

DaVinci Board Election: Candidate Questionnaire/Biography FOR TEACHER POSITION

Name: Lenny Ulloa Silva

Relationship to DaVinci, if any (e.g. children attending by grade level, etc.): Teacher

Describe your profession: I am currently the Middle School Spanish teacher and the Technology Mentor for teachers and staff.

Describe your education: I graduated from Luther College, Decorah , IA, in 2016 with a BA in Spanish and Secondary Education. I graduated from Western Governors University with a MA in Mathematics (Middle Grades) in July 2020.

1. ***What motivates you to want to become a board member?*** I have been a DaVinci Academy board member since May 2018. I have learned a lot about the school and I feel I have the skills to continue serving the teachers, the students, and the entire community of DaVinci Academy. I want to continue to be a proactive member of this community and help represent teachers and guarantee an education of quality for our students.
2. ***What do you feel is the most important responsibility of the school board?*** The most important responsibility of a board member is to be able to hear others and bring the concerns and comments to the board. A board member should be able to discuss the current situation of the school and make sure that the mission and vision of the school are being followed. Ultimately, we want students, parents, and teachers to work together to ensure a positive character development and build a strong foundation for higher education.
3. ***What specific skills, expertise, or contributions would you bring to the board?*** I currently serve as a Membership and Registration Chair for the Minnesota Council of Teaching Languages and Cultures, the Minnesota association of language teachers, and I am part of the Chilean National Committee for United World Colleges, a group that is in charge of promoting international education and scholarships for students to attend 2 years in a different country to finish high school. I have also been a part of the DaVinci Board since May 2018 and I have worked on different roles at the school such as lead teacher for the Specialist teachers, Math support teacher, Spanish teacher and now Technology Mentor. I want to continue bringing the skills I

have gained in my personal experience in leadership roles, international education, and diversity.

4. ***How will the DaVinci organization benefit from your participation?*** I am a teacher working at DaVinci Academy who is also a part of different committees around the school. I have a good relationship with other members of the community which has allowed me to ask for help and gather information with respect to the concerns that they are feeling. In addition, I have a problem solving mentality that has let me hear the problems and find solutions to them in conjunction with administration.
5. ***How is membership on the board compatible with your current profession and personal obligations?*** Being a teacher at the school has allowed me to understand how a school works from within. Most of the solutions we bring to the table can be implemented right away and can benefit the community in a realistic way. It also lets me represent a community that I work with everyday.
6. ***Have you ever served on a non-profit or school board? If so, describe the board, length of term, your role, and how you were involved or what you accomplished.***

Membership and Registration Chair for the Minnesota Council of Teaching Languages and Cultures: my main role is to manage the memberships with the group as well as the registration for our fall conference. The conference provides professional development for language teachers from in and out of state. I have been in this role for 3 years and last fall we managed to organize a virtual conference that allowed people from all over the country to attend. Even though we planned it in the middle of a pandemic, we reached our goal of teachers attending and exceeded it by more than 50%. We continue planning and offering professional development opportunities for teachers not just during the fall conference but throughout the academic year.

I am part of the Chilean National Committee for United World Colleges, a group that is in charge of promoting international education and scholarships for students to finish the last 2 years of high school. Being a part of that organization has allowed me to share information with high school students and select students to attend international schools outside Chile.