



# School Board Meeting Minutes

## Saturday, December 17, 2022 at 9:00 a.m. - 2:00 p.m.

### Kendall's 12800 Bunker Prairie Road, NW Coon Rapids, MN

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#### 1. Call to order

#### 2. Roll Call

Present	Chair	Board Members	Guests
x	G	Melanie Persellin - President	Holly Fischer - Interim Executive Director
0	C	Vacant	
x	I	Idara Uko - Treasurer	
x	A	Lenny Ulloa Silva - Secretary	
x	B	Katharine Borg	
x	F	Emily Uhl	
x	E	Durowaa Agyeman-Mensah	
x	D	Jacob Stith	
	H		

#### 3. Reading of Mission Statement and Real Life Examples

1 minute

DaVinci Academy of Arts and Science will awaken a passion for learning through an enriched and individualized approach to education. Students, parents and teachers will work together to ensure positive character development and build a strong foundation for higher education.

- 7th grade students worked together with a friend grade class to create winter break gifts for grown ups. That shows students working together across grade levels to ensure positive character development.

#### 4. Adoption of Agenda and Addendums

2 minutes

- Motion to approve the agenda as modified by Lenny, seconded by Durowaa, it passes unanimously.

#### 5. Discussion regarding Board Membership

Persellin 30 minutes

5.1 Discussion regarding status of Board Position H, review of DVA Bylaws and review of Minnesota Department of Education Guidance on Conflict of Interest for Charter Schools and Authorizers.

- As per Article IV, Section 6. Resignation and Removal provides that *a director may be removed at any time, by a two-thirds (2/3) vote of a majority of all remaining directors of the Corporation.* Motion to remove Emma Fisher board seat H by Lenny, seconded by seconded by Idara, it passes unanimously.

5.2 Election of Vice-president.

- Motion to appoint Emily Uhl as the Vice President of the DaVinci Academy Board by Lenny, seconded by Melanie. It passes unanimously.

#### 6. Review of DVA policy IV Section 6 : Resignation and Removal

Persellin 15 minutes

Article IV, Section 6. Resignation and Removal provides a method by which a Director may state his or her intent to resign from a Director position.

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Section 1. Amendments to Bylaws. The bylaws may be amended, altered, or repealed and new bylaws adopted upon proper notice and a two-thirds majority vote of the Board of Directors.

Article IV, Section 6 Resignation and Removal. Directors may resign at any time, effective immediately or at a specified later date, by giving written notice to the Board President or the Secretary. Unless otherwise specified therein, or if no time is specified, at the time of its receipt by the President or Secretary. The acceptance of such resignation shall not be necessary to make it effective. A director may be removed at any time, by a two-thirds (2/3) vote of a majority of all remaining directors of the Corporation.

#### Proposal to Amend as follows:

Article IV, Section 6 Resignation and Removal. Directors may resign at any time, effective immediately or at a specified later date, by giving written notice to the Board President or the Secretary **or by providing verbal notice to the Board at an open Board meeting**. Unless otherwise specified therein, or if no time is specified, at the time of its receipt by the President or Secretary **or Board**. The acceptance of such resignation shall not be necessary to make it effective. A director may be removed at any time, by a two-thirds (2/3) vote of a majority of all remaining directors of the Corporation.

Discussion regarding this proposal should include how this would impact the School Board Members. What is the intent of having the resignation provided in writing only to the President and Secretary. Does a verbal notice to the Board, during a Board meeting, meet or have the same impact? What are the implications, pros and cons, and intent of limiting a resignation to only in writing or only verbally? Can a Board member give notice of resignation verbally to one Board member at any time? Can a Board member give notice of intent to resign to the Executive Director but not the Board? These are discussion points to consider when amending the Bylaws.

- Motion to amend Article IV, Section 6 to add the bolded and underlined text by Melanie, seconded by Jake, it passes unanimously.

#### 7. Board Training Ulloa Silva 60 minutes

MNcharter school training.

- We worked on taking the training called Adopt a World's best Workforce strategic Plan from MNCharterSchool.org

#### 8. Review of LateStart/Early Dismissal Schedule Survey Holly Fischer 20 minutes

Review information gathered from the school schedule survey and whether additional information is necessary for scheduling decisions for the 2023-2024 academic year. Discuss pilot programs for third trimester.

- We had more than 400 responses.
- The results were split almost evenly as to what to do (whether to do an early dismissal or late start)
- We decided pros and cons for both.
- Late start seems less disruptive for families and staff. It guarantees after school programs are available and directed by staff members, we can have a bus that picks up students that can potentially struggle to make a late start work, and we can have child care options for other families early in the morning.
- Vote to happen on Monday Dec 19 to give families as much notice as possible.



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ORDER LUNCH

**9. Committee Structure for 2023 and Goals. All 20 minutes**

Ensure Committees have a clear vision and statements. All Committee Chairs are to bring to the meeting the committee vision and 2023 goal statements, including any fundraising goals. Discuss expectations and fundraising needs of the school.

EAT LUNCH

**10. Review of the Ten Year and Three Year Strategic Plan FY 2022-2025 All 130 minutes**

Review the Ten Year and Three Year Strategic Plan and revise for FY 2022-2025. Review the FOE Goals and Contract. DVA goals for the 5 year contract include both SMART and stretch goals. The proposed goals are to demonstrate the school's high standards of achievement and growth.

10.a. IED Fischer to display/discuss her 2023-2024 Goals for DVA

- increase music programming
- increase science offerings
- increase arts programming
- increase student leadership opportunities
- increase social and community building activities
- maintain and improve our character education that is part of our mission and vision
- apply for Blue Ribbon award
- develop an alumni goal to get them more involved after they graduate

10.b. Review of the the DVA and FOE 5 year contract and goals (Charter School Contract and Assurances)

10.c. Establish and Discuss SMART goals and stretch goals (INTERACTIVE TEAM BUILDING)

- we updated the Strategic Plan

10.d. Discuss Renaissance program and Integrated Honors

- We don't have enough students who qualify for Renaissance to create a self-contained class.
- If we don't offer Renaissance anymore, that would affect the amount of students we have enrolled at DaVinci.
- One idea is to have a floating class (an additional K class at first) that would make that grade section bigger by one section and would move up every year. That could open the opportunity to have a teacher that could move up with those students from one grade to the next.
- Another option is to add that floating class every 3 years to replace both Renaissance classes.

**11. Staff Interaction Plan All 10 minutes**

Staff recognition and selection of Board members to give updates to staff. Previously after the Board meetings and the off-sites the Board would rotate through in having a Board member attend the Staff meeting to provide an update on Board activities and decisions. We rolled out of this practice on or around the time of Covid and when the meetings transitioned to belong live-streamed. Do we want to implement this again? Would this be helpful?

- Moved to the January meeting.

**12. Interim Executive Director Evaluation President 60 minutes**



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This portion of the meeting will be closed as permitted by the Section 13D.05, subdivision 3(a) to discuss and evaluate the performance of Holly Fischer, Interim Executive Director.

- Motion to appoint Holly Fischer as Executive Director of DaVinci Academy by Melanie, seconded by Jake. Melanie, Emily, Durowaa, Jake voted yes. Lenny and Katie abstained. Idara left early. It passes.

### **13. Meeting Assessment and Closing Thoughts President 2 minutes**

Did we spend our time effectively today? What could we do better?  
What do we, as a board, need to be focusing on for the next meeting?

### **14. Adjourn Meeting**

Estimated end time: 2:00 p.m.

Motion to adjourn by Jake, seconded by Emily, it passes. 2:57 pm