

1. Call to order @6:04PM

2. Roll Call

Present	Chair	Board Members
NP	G	Melanie Persellin - President
	C	Community Member Seat
X	I	Idara Uko - Vice-Chair
X	A	Sara Sweeney
X	B	Brenda Maulik
X	F	Sana Soussi
X	E	Durowaa Agyeman - Secretary
X	D	Jacob Stith
X	H	Emily Uhl - Treasurer

Guests
Holly Fischer - Exofficio
Julie Kresh - Policy Chair
Mark Ustimchuk
Katie Rowles Perich
Sumera Islam
Amy Erickson
Abby Marta
Kelly Zender
Lenny Ulloa Silva

Guests	Guests	Guests
Jenny Kopecky	Marwan Wardi	Marwa Salla
Allison Smi	Ella Cole	Rachel Boughton
Nadia Soussi	C.R.	Jack Shields
Annelise Draheim	Jake Otterness	Pam Carlson
Jamie Carlson	S. Soussi	A.S.
Abeeha S.	Kristen Steinberg	Michelle Thuy
Muktar Omar	Riki Baker	

3. Reading of Mission Statement and Real Life Examples

1 minute

DaVinci Academy of Arts and Science will cultivate a passion for learning through an enriched and individualized approach to education. The DaVinci community will work together to ensure positive character development and build a strong foundation for continuous learning.

- The orchestra concert was last week, and the students sounded very good!
- Drumming for a Difference was a success.
- Idara saw a DVA alumna at a convenience store, and she raved about how Mr. Muggenberg sparked her love for math.

4. Community Comment

10 minutes

Community Comment is the only open forum portion of tonight's meeting and is an opportunity to present an issue or concern to the Board of Directors. There is a maximum of ten minutes set aside for Community Comment. Each presentation should be limited to no more than two minutes. I invite you to review DVA policy 206 in regard to the procedure followed to assure open and orderly public discussion as well as to protect the due process and privacy rights of individuals under the law. Similarly, per DVA policy 206 except as determined by the School board to be necessary or in an emergency, the school board will not take action at the same meeting on an item raised for the first time by the public. There is a countdown clock/timer that will be in place and used to provide each individual permitted to speak with a visual of their permissible time.

Thank you for coming.

Julie Kresh: Spoke about concerns regarding the Board's unanimous decision to increase the ED's pay during the offsite retreat.

Allison Smith: Urged Board members to have more conversations with teachers to have a better understanding of the good, the bad, and the ugly at the school to inform Board decisions going forward.

5. Adoption of Agenda and Addendums 2 minutes

Motion to approve the February 26, 2024 agenda by Sana, seconded by Jake, it passes.

6. Consent Agenda

6.1 DONATIONS

Unrestricted donations: available for viewing in the office
 Restricted donations:

Name on Check	Restricted?	Company Donation	Boosterthon*
Benevity	Y	392.8	\$70.00
YourCause - Wells Fargo	N	50	
YourCause - Boston Scientific	Y		\$206.00
YourCause - Boston Scientific	Y		\$180.00
Total:		442.8	\$456.00
Monthly Donation Total:		\$898.80	

6.2 BOARD MEETING MINUTES

January 20, 2024 Off-Site Working Session
 January 22, 2024 Board Meeting

- Motion to approve the January 20, 2024 off-site meeting minutes by Sara, seconded by Brenda, it passes.
- Motion to approve the January 22, 2024 meeting minutes by Brenda, seconded by Emily, it passes.

7. Interview Session of Community Board Member Applicants Board 45 minutes

Seat C is vacant due to the community member becoming a parent of a student at DaVinci. Thus, pursuant to Section 7, the Board has the authority to fill the vacant community member seat by appointment, pursuant to Minnesota Statutes, Section 317A.227. Vacancies on the Board of Directors caused by death, disqualification, resignation, disability, removal or such other cause may be filled by appointment of a new director by the affirmative vote of a majority of the remaining directors, even if less than a quorum. A director filling a vacancy shall hold office until the term of the replaced Director expires, or until his or her successor has been duly elected and qualified, subject to his or her earlier death, disqualification, resignation or removal. This position will be up for election in the May, 2024 elections.

The Board received the following applications, all of which were received timely:

Sumera Islam	Application Questionnaire and Resume
Katie Rowler Perich	Application Questionnaire and Resume

Mark Ustimchuk	Application Questionnaire and Resume
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**As a reminder, pursuant to Minnesota Statute Section 124E.07, subd. 3(b):

(b) An individual is prohibited from serving as a member of the charter school board of directors if: (1) the individual, an immediate family member, or the individual's partner is a full or part owner or principal with a for-profit or nonprofit entity or independent contractor with whom the charter school contracts, directly or indirectly, for professional services, goods, or facilities; or (2) **an immediate family member is an employee of the school.** An individual may serve as a member of the board of directors if no conflict of interest exists under this paragraph, consistent with this section.

Minnesota Statute Section 124E.02 (g) specifically and unequivocally states as follows:

(g) "Immediate family" means an individual whose relationship by blood, marriage, adoption, or partnership is no more remote than first cousin.

A sister in law, brother in law, mother in law, father in law, are all relationships by marriage. All Board members are required to comply with this statute and in the event that your status changes, i.e. you have a family member employed by the school you are required to immediately disclose it and are no longer able to serve on the DVA Board. In the event you have a question on this issue, please contact the Board Chair and or the Chair of the Policy Committee.

- Katie Rowles Perich
 - Currently employed with Girl Scouts, theater arts background, former licensed teacher. Has made decisions with limited resources serving as an education director. There is a call to expand arts programing and would love to share prior knowledge and experience.
 - Committed to antiracist work and learning as well as advocating for historically underserved communities. It is important that everyone feels represented and heard because we make decisions that affect a lot of people.
 - Specific ideas for advancing the school's mission and vision: with arts background, and went to public charter high school, has first had experience how arts integration benefits every student, it can be integrated into all areas of education, which helps to create well rounded students.
 - Can commit to regular Board meetings. This will be first board appointment, but is interested in continuing in May.
 - Prepared for the Board position by learning about SPARK, learned about curriculum like AMAZEworks, toured the school, saw students in action, met some teachers, and got a sense of why students love and appreciate the DVA atmosphere.
 - Interested in the School Development committee. Has experience keeping info confidential working with youth every day.
 - Approach to conflict: By being a board member, we all agree to the mission. Feels comfortable advocating for passions and hearing others and respecting that we all bring that with us and are committed to the community at large. Commits to supporting Board decisions even when they disagree.

- Sumera Islam
 - Works in a financial management position. Interested in this Board position because she ended tenure at a private school in Fridley a few years ago, and this would be a good next step. Interested in science and math at DVA as well as character development.

- She has a commitment to inclusive decision-making that Involves all stakeholders and representation from diverse leadership. Blaine is diverse and it is important to reflect the diversity of the school. Resource allocation is important for equity and should be available to the whole student body.
- A challenging situation she navigated in her past Board role in a private school: fiscal responsibility and transparency came up a lot regarding the need for funds. Pitched transparency to Board, started laying out detailed plans, developed annual report, became more fiscally transparent, eased up tension. Has also had experience dealing with concerns about administration with the help of HR.
- Intends to run again in May and has experience keeping info confidential at a community school.
- Interested in Finance and School Development committees. Was responsible for running fundraisers and donor cultivation.

- Believes that we must respect Board decisions even if we do not agree with them and navigate differences respectfully.
- Faith guides many decisions, will practice religion but does not force it on others, will vocalize religious beliefs but will do what is best for students knowing that one cannot force religious decisions in a public school. Faith guides, but can keep faith and Board decisions separate.
- Preparation for the Board role includes online research and looking at the website. Gained a lot of insight, have members in community whose children attend DVA, lived in Blaine a long time, remembers old building, impressed with new building

- Mark Ustimchuk
 - Grew up in this area, graduated from Legacy, saw DVA get developed and built. Works for Anoka County Parks and Rec, Union steward and helps with investigations, Board member for YMCA north branch, started own non-profit: MN Revival. Has a passion for young adults.
 - Prioritizes equity as YMCA board member, a DDI organization, which makes sure all groups are invited to organization and makes everyone feel like their voice matters.
 - Interested in rerunning in May. Has experience as a union steward with confidential info.
 - Interested in Policy, School Development, and HR committees.
 - Experience with challenging decisions: His nonprofit funds pitched projects, and there was a dispute over whether a project was suitable for funding. Open communication and coming from a place of understanding and navigating with respect is important.
 - Understands that difference brings various ideas to the table and that there are multiple right answers to a problem. Believes in coming to terms with collective Board action.
 - Preparation for this position includes growing up near the school and seeing it transform, hearing about it from a former DVA teacher, and looking at the website. Has an interest in the arts as his father is a Ukrainian artist, and likes the arts and science focus of the school.

Meeting closed at 7:19 pm to discuss candidates.

Motion to approve Katie Rowles Perich for the appointment to Community Seat C by Durowaa, seconded by Emily.

Votes in favor: Brenda, Sara, Emily, Durowaa

Votes opposed: Sana, Idara, Jake

Abstain: none

Meeting reopened at 7:45pm

- Katie will be seated during the March meeting.

8. Discussion- Administration Updates: Fischer 15 minutes

Update regarding enrollment, activities and events at school, open positions for employment, and community involvement. An Academic Update from Academic Director Amy Erendu will be shared at this time as well.

- 342 volunteer hours in February
- The gala committee has worked hard, and bid items are online for view and auction. overview of options available for silent auction events up for grabs
- Multiple current openings: special education teacher, para, behavior specialist, elementary teacher, middle school RTI, on call subs, part time lunch/recess, food service assistant
 - Need SPED support with current staffing: looking for 4 SPED teachers whose positions are covered by subs
- Current enrollment of 951 students and 227 on waitlist for next year
 - Waitlist is continuing to trend down this year. Boosting these numbers through social media posts.
- Community healing night, 5 members of board and 8 staff members attended, positive feedback from attendees, information is being combined and will be shared when we have it at a later date.
- FOE granted a 5 year renewal for charter contract, the longest that is allowed by the state! Amy Erickson from FOE visited to tour and will be working with FOE for the last pieces of the contract goals. Same process as 5 years ago.
- When the new building was built 7 years ago, enrollment projection was set at 1046 for the bond. Investors could ask for a financial advisor to assist, but haven't at this time. The bond person convinced the investors there is not a current need for a financial advisor. If a solution is not found, then an outside source will be found.
- Shared bond information with staff, had a listening session, had a form to fill out, no options will be presented at this time.
- Shared potential idea for kindergarten and 3rd grade bubble classes and increasing class sizes. Will be more information in a proposal at a later meeting.
 - Increases in class sizes are upsetting for staff. Recommended adding 3rd bubble class, but not really the space for that.
 - We can refinance in 2027.
 - Bond holder asked for a 6 year projection of numbers, which was discussed at the finance committee meeting.
 - There will not be enough 2nd graders for a Renaissance class.
 - We will be hiring a coordinator with the director being the same as this year. The middle school principal will no longer be supervising the SPED department once there is a coordinator.
 - There are two people who have been interviewed for the SPED Coordinator position.
 - We do not have the budget for both a SPED coordinator and director with the budget revisions.
- Academic Update
 - science curriculum review staff and parents
 - 3rd round of formal observations for all teachers
 - PD was received by staff
 - Data driven instruction: staff gave assessments in January

9. Committee Updates and Review Committee Minutes Board 30 minutes

COMMITTEE
9.1 Finance Committee & Treasurer's Update:
Review monthly financial report.

MEETING DATE
February 21, 2024

- Overview of budget and fund balance: If we repay ERC, then fund balance would be below the target at 18.82%; the other charter school who has been contacted by the IRS has had no updates.
- Busing cost increase at 51%; discussed creative ideas to decrease this cost; it is an across the board school district issue.
- Discussed the need for budget revisions to be made.
- Julie Schreiber is looking for where funds will be substituted to cover ED pay increase- oversight by ED and financial committee. Finance committee will work to correct it.
- 24-25 budget proposal to the board in April.

Motion to approve the January financial report made by Emily, seconded by Idara,

Votes for: Emily, Durowaa, Brenda, Sara, IDara, Jake

Votes against: Sana

Abstain: none

Motion passes.

9.2 HR/Compensation Committee: February 7, 2024
Present the timeline for the ongoing staff engagement survey

9.3 School Development Committee: Did Not Meet

9.4 Policy Committee: Did Not Meet

10. Old Business

10.1 Second Review of School Board Policies **Kresh 30 minutes**

- Review new policy 509 Admission and Enrollment
 - School board approval necessary

Motion to approve policy 509 Admission and Enrollment by Emily, seconded by Sana, it passes unanimously.

- Review policy 535 Admissions Policy
 - Renumber to 509 Addendum Admission and Enrollment
 - Significant revisions
 - School board approval necessary

Motion to approve revision to renumber of 509 Addendum Admission and Enrollment by Emily, seconded by Sana, it passed unanimously.

- Review policy 536 Early Admission to Kindergarten
 - Renumber to policy 509.1
 - Significant revisions
 - School board approval necessary

Motion to approve revision to renumber to policy 509.1 by Emily, seconded by Sana, it passes unanimously.

These policies were presented for initial review at the January 2024 Board meeting.

11. New Business – Discussion/Action items

11.1 Review of Election Timeline Agyeman 15 minutes

Review of 2024 Board Election Management Timeline and drafted correspondence. Please note that the May, 2024 Board meeting is currently scheduled for Monday, May 27, 2024 which is Memorial Day. The 2024 Election Management Timeline is drafted with the presumption that the Board meeting will be moved to Tuesday, May 28, 2024. There are three necessary actions items:

1. Resolution by the Board regarding the May Board meeting: the Board meeting needs to be rescheduled to either May 20, 2024 or May 28, 2024 so that it does not land on a holiday.
2. Resolution by the Board to approve the 2024 Board Election Management Timeline. In the event that the May Board meeting is moved to May 18, 2024 the Board will need to modify the dates in the Timeline prior to approval of the Timeline.
 - Several terms set to expire: 4 seats in total (Seats A, B, C, and I)
 - Last year's election was run by the Secretary because the Board Chair was running. This year, Leadership still has to decide who will be running the election to facilitate strategic succession planning.
 - Because the Vice Chair's term is expiring, he will likely not run this election. The Board Chair will likely delegate election responsibilities in alignment with succession planning initiatives.
 - The designee will be reaching out to those whose terms are expiring to see if they would like to rerun.
 - Timeline: candidate forum April meeting, election May 1, results announced at the May meeting
 - Ranked choice voting. 50% required to win the election
 - Communication is drafted and ready to go

Motion to change the date of the election and Board meeting to May 28th, 2024 by Sana, seconded by Emily, it passes unanimously.

Motion to approve the 2024 board election timeline as revised with small modifications made by Durowaa, seconded by Sara, it passes unanimously.

11.2 Approval of 2024-2025 Academic Calendar Fischer 20 minutes

The Board was presented with the DRAFT calendar for the 2024-2025 academic school year in the January, 2024 Board meeting. The Board will need to approve a 2024-2025 school calendar.

- One error changed in the draft calendar: the dates of winter break has been corrected
- Current calendar reflects this school year's schedule with community holidays and same number of days.
 - We offer over the minimal required days and the Board can consider cutting days to save on financials.
- If we switched to trimesters, we would just need to add a grading day and revote on the schedule.

- Amy Erendu has been working on a semester model, but as we increase class sizes or add bubble classes. She will be flexible with specials scheduling.
- Board teachers have expressed that trimesters present more opportunities to grade and provide feedback to students.
- Holly shared feedback from parents saying that the quality of the music performances has greatly increased on the semester schedule. Students have band/choir/orchestra both semesters while PE, Spanish, PE, and art rotate every semester.
- 5th grade instrumental probably not coming back next year. If we wanted that to happen, we would need an additional teacher and additional space.
- As a cost saving measure, it was suggested we do not continue the Late Start Mondays Sunrise Care because the cost of staffing does not equal the number of students using it. Dropping this program could affect the staff.
- HR committee will execute a survey to determine staff's preference for semesters vs trimesters and present this information back to the Board.

Motion to approve the 2024-2025 school calendar pending review of semesters versus trimesters by Idara, seconded by Jake, it passes unanimously.

12. Closed Board Meeting **Board **20 minutes****

The Board will close the meeting to review pending litigation. In order to consider this litigation, the School Board must meet with its attorney in a confidential setting to obtain advice regarding pending litigation. It would be detrimental to the interest of the Academy to hold a public discussion with its attorney regarding its legal positions and strategy. The matter to be discussed is threatened litigation by the parents of a current or former Academy student. The specific subjects to be discussed, pursuant to Minn. Stat. § 13D.01, subd. 3, are the District's legal positions, defenses, and strategies with respect to the pending litigation, including potential settlement or resolution of such claims.

- Motion to close the meeting in accordance with the above statute by Durowaa, seconded by Sana, it passed unanimously.
- Meeting was closed at 9:17pm and reopened at 9:53pm.

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

We will be scheduling a Board off-site training to occur in the month of March or April to address "Back to Basics" to review protocols, Bylaws, and address areas of concern regarding communications by Board members. This meeting will be 2-3 hours long.

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

Motion to adjourn the meeting at 9:54 pm by Jake, seconded by Sana, it passed unanimously.

Actual end time:	9:54 pm
Estimated end time:	9:50 pm