



# School Board Meeting Minutes Monday, August 28, 2023 at 6:00pm DaVinci Academy

**1. Call to order @6:04PM**

**2. Roll Call**

| Present | Chair | Board Members                 |
|---------|-------|-------------------------------|
| X       | G     | Melanie Persellin - President |
| NP      | C     | Saurabh Bokil                 |
| 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 Stiith                  |
| X       | H     | Emily Uhl - Treasurer         |

| Guests                           |
|----------------------------------|
| Holly Fischer - Exofficio        |
| Julie Kresh - Policy Chair       |
| Amy Erendu - Academic Director   |
| Chrissy Rosenburg                |
| Tegan Rosenburg - Student        |
| Jennifer & Victor Grammer        |
| Vincent Grammer - Former Student |
| Sylvia DeLang-Chak               |
| Morgan Onak - PTO Co-President   |

**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.

\*\* All committee members and Board, please ensure that the NEW Mission statement is included on your Agendas and documents. \*\*

- There has been a tremendous amount of support helping our kindergarteners get acclimated to DaVinci.

**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. If your item needs follow-up from the board and/or staff or will require research etc., a decision may not be made during tonight's meeting. Thank you for coming.*

- Morgan Onak, Co-President of DVA PTO
  - First public board meeting was tonight; there was about 30+ people
  - Morgan shared the PTO's mission statement and statement of purpose with the board and community.
- Tegan Rosenburg, Middle School Student
  - Reconsider the use of backpacks in the school.
    - Hygiene products are hard to conceal in other organizational systems.
    - Carrying backpacks at all times should help with passing times and would be easier to carry.
    - Holly will follow up with Jack Shields about this issue.
- Vincent Grammer, Former Student at DVA
  - Would like to propose an environmental initiative for the school via his Eagle Scouts project.
    - Programs that include a greenhouse, trail to the dock, and pollinator garden.
    - Would also like to build a path down to the dock.
  - The former student will fundraise the money, starting with the trail to the dock.



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- The timeline is not solidified, but troop, friends, and community members would assist for timely completion.
- Board will need to provide signatures and facilitate a timeline for the project.

## 5. Adoption of Agenda and Addendums 2 minutes

- Close the meeting at the end according to the statute

Motion to approve the agenda and addendums as amended by Sara, seconded by Idara, it passes.

## 6. Consent Agenda

### 6.1 DONATIONS

Unrestricted donations: available for viewing in the office

Restricted donations: no notifications of restricted donations

### 6.2 BOARD MEETING MINUTES

July 24, 2023 Board meeting

Motion to approve the July 24, 2023 meeting minutes by Brenda, seconded by Sana, it passes.

July 29, 2023 Off-Site Board meeting

Motion to approve the summer off-site meeting minutes by Emily, seconded by Durowaa, it passes.

## 7. Discussion- Administration Updates: Fischer 15 minutes

Update regarding enrollment, activities and events at school, open positions for employment, and community involvement. **\*\* ALL BOARD MEMBERS TO SIGN CONFLICT OF INTEREST FORMS IF THEY HAVE NOT ALREADY.\*\***

- There are 25 students K-8 signed up to be a bus ambassador.
  - This is a safety initiative that will train 3 students in each bus to address their peers' concerns while commuting.
- We have enrolled 999 students, which will go down to 993 tomorrow as some students will be unenrolled due to statutory absence.
  - This is a unique situation where we have no kindergarteners on the waitlist. This has not happened in awhile.
  - Staff has been invited to attend the Anoka Grand Day Parade on October 28th, 2023 to promote DaVinci.
- There are several staff members that will be celebrated for their 10+ year anniversary at DaVinci.
  - DaVinci has now been a school for 15 years!
    - We may do a ribbon cutting with the Chamber of Commerce for our 15th anniversary.
      - This may also include an opportunity for DVA community members to promote their businesses.
- There is a new advisory group, the Muslim Moms, that will advise on accommodating/providing procedures for Muslim students regarding fasting, prayer, etc.
- The Equity Committee is planning a heritage night on November 8th, 2023 at DaVinci.
- PTO has planned several events and fundraisers:
  - Friday Food Truck for staff: September 8th, 2023
  - Weekly restaurant fundraiser
  - Staff Talent Show: September 28th, 2023
  - Events partnered with the Equity Committee
- Art and Science committees are discussing and planning inhouse field trips.



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**8. Academic Update: Erendu 15 minutes**

Erendu will present regarding the recently embargoed MCA test results.

- Reading MCAs
  - There were some decreases in MCA Reading scores (62.1% to 47.7% from 2022 to 2023), however, DVA scores are still above the state scores (48.8% to 47.1% from 2022 to 2023).
  - Our reading test scores are above Anoka-Hennepin and the state, but slightly below the FOE average.
  - Our subgroup reading and math proficiency rates are overall much higher than the state almost all around.
- Math MCAs
  - All the Math MCA scores are above the state average except for 5th grade.
  - Our math MCA score averages are above the state average, about the same as Anoka-Hennepin, and lower than the FOE average.
- Science MCA scores are higher than the state and Anoka-Hennepin average, and about the same as FOE.
- Teacher development includes weekly PLC meetings, monthly curriculum meetings, cyclical curriculum review and development programs, cycle of interim assessments, monthly instructional rounds, and two instructional coaches.
  - This allows teachers to provide data-driven differentiated instruction effectively.
- The ADSIS grant is funding intervention materials for elementary, a Rtl middle school position, and middle school curriculum.

**9. Committee Updates and Review Committee Minutes 30 minutes**

| <u>COMMITTEE</u>  | <u>MEETING DATE</u> |
|---|---------------------|
| 9.1 Finance Committee & Treasurer’s Update:<br>Review monthly financial report<br>Review and approve Food Service Contract with Done Right Foods.   | August 23, 2023     |
| 9.2 HR/Compensation Committee:  | August 23, 2023     |
| 9.3 School Development Committee:   | Did not meet        |
| 9.4 Policy Committee:   | August 11, 2023     |
| <ul style="list-style-type: none"> <li>● The Policy Committee will be looking for approval of Policy 506 and 514, which can be approved in one meeting pursuant to policy 208 which allows one-meeting.               <ul style="list-style-type: none"> <li>○ Motion to approve Policy 506 as amended by Durowaa, seconded by Emily, it passes unanimously.</li> <li>○ Motion to approve Policy 514 as amended by Emily, seconded by Sara, it passes unanimously.</li> </ul> </li> </ul> |                     |

**10. Old Business**

**10.1 Approval of the Revised Three Year Strategic Plan Board 15 minutes**

The Board reviewed and discussed at length the three year strategic plan at its bi-annual offsite meeting. Review and approve the Three Year Strategic Plan and prepare for submission to our Authorizer.

- Motion to approve the Three Year Strategic Plan as revised to include the Policy Committee’s goals and initiatives by Emily, seconded by Durowaa, it passes.



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## **10.2 Discuss High Points from Bi-Annual Summer Offsite meeting Board 15 minutes**

The Board engaged in its bi-annual offsite meeting on July 29, 2023. This meeting is open to the public. This is the Board's opportunity to engage in an extended open working meeting to discuss the goals, mission and vision of the school for the next three years, or more.

What was your high point of the offsite?

- Learning more about Board members was a high point!

Did you find that the off-site was helpful?

- It was helpful to have designated time to tackle more content and bigger issues.
- The financial discussion was particularly helpful.

## **11. New Business – Discussion/Action items**

### **11.1 Review DaVinci Academy Charter Renewal Contract Fischer and Board 60 minutes**

Review and discuss the DaVinci Academy Renewal Contract due to the Authorizer. Board to approve contract application.

Motion to approve the DaVinci Academy Renewal Contract to the Authorizer by Melanie, seconded by Sana, it passes.

### **11.2 Board training discipline and implementation Secretary 10 minutes**

Update regarding the most recent training provided by MSBA. Persellin and Soussi attended this training. Please update the Training roster to reflect that attendance. This meeting was very informative and gave us a lot of ideas and perspectives on Charter School Board roles and responsibilities. I will prepare some of the worksheets. In the event you see a training that you are available to attend in person please register.

### **11.3 Board Executive Committee Meeting via Zoom Board 10 minutes**

In order to effectuate and establish succession planning it is necessary and important for the Leadership Team to meet occasionally. Proposal that Idara and Emily prepare the Agenda for the September meeting and October meeting.

- The details will be discussed by the Board Leadership team.

## **12. Continuation of Executive Director Evaluation Board 30 minutes**

The Board will close the meeting pursuant to Minn. Stat. 13D.05, subd. 3, which permits the Board to close the meeting to evaluate the performance of an individual who is subject to its authority. Ms. Holly Fischer, the Executive Director, is evaluated on an annual basis. The Board will summarize its conclusions of the evaluation, which will take place over the next 2-3 months, at the next open meeting. The Executive Director has the option to have all evaluation meetings open to the public. The Board Chair inquired of the ED whether she approved the Board closing the meeting to discuss her evaluation; as she does have the option to remain, and she approved the closing of the meeting.

- The meeting was closed at 8:26pm and was reopened at 8:41pm.
- The board will discuss whether or not a merit bonus is permitted.

## **13. Meeting Assessment and Closing Thoughts Vice-Chair 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?



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## 14. Adjourn Meeting

- Motion to adjourn the meeting at 8:42pm by Sara, seconded by Brenda, it passes.

Estimated end time:

9:30 pm

Actual end time:

8:42 pm