

1. Call to order

2. Roll Call

Present	Chair	Board Members
	G	Lenny Ulloa Silva
	C	– Vacant –
	I	Idara Uko - Treasurer
	A	Sara Sweeney - Secretary
	B	Brenda Maulik - Vice Chair
	F	Sana Soussi
	E	Durowaa Agyeman - Chair
	D	Jacob Stith
	H	Emily Uhl

Guests
Antonio Kuklok - Exofficio
Julie Kresh - Policy Chair

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.

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.

*Individuals must contact the Board Chair (dagyeman-mensah@davincicharterschool.org) at least **6 days in advance** of the scheduled Board meeting to request community comment. Please include “Community Comment” in the subject line and state your name and the subject to be addressed in the email body.*

Thank you for coming.

- Melanie Persellin: Fishing team opportunity for DVA 8th graders

5. Adoption of Agenda and Addendums 2 minutes

6. Seat Lenny Ulloa Silva to Teacher Seat G 2 minutes

Congratulations to Lenny for becoming an official member of the DVA Board of Directors following the unanimous decision of the Board at the July regular meeting.

7. Consent Agenda

7.1 DONATIONS

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

7.2 BOARD MEETING MINUTES

July 22, 2024 Meeting Minutes
 July 29, 2024 Special Meeting Minutes

7.3 APPOINTMENTS

New Hires:

<u>First Name</u>	<u>Last Name</u>	<u>Position 24-25</u>	<u>Hire Date</u>	<u>Hourly 24-25</u>	<u>Salary 24-25</u>
Sarah	Richards	Teacher, ELL	8/5/2024	-	63,845
Bashir	Colaad	Teacher, MS Math	8/19/2024	-	54,106
Lubna	Moon	Teacher, Special Education	8/21/2024	-	60,000
Michelle	Leslie	Nurse Assistant	7/30/2024	23.00	-
Fatimah	Hadday	DaVinci Den	8/5/2024	13.00	-
Zoe	Whitney	DaVinci Den	8/5/2024	15.00	-
William	Charlesworth	DaVinci Den	8/5/2024	13.00	-
Kaitlyn	Palzer	DaVinci Den	8/6/2024	13.00	-
Lindsay	Roberts	Food Service Asst	7/30/2024	17.00	-
Michelle	Almquist	Food Service Asst	7/30/2024	17.00	-

Terms:

<u>First Name</u>	<u>Last Name</u>	<u>Position 24-25</u>	<u>Term Date</u>
Dominique	Jefferson	School Social Worker	08/19/2024

8. Update on FOE Event Board 2 minutes

Board members who attended the Friends of Education Boat Cruise Dinner on August 15, 2024 will briefly share any insight gained from the event with the entire Board.

9. Discussion- Administration Updates: Kuklok 20 minutes

Update regarding enrollment, activities and events at school, open positions for employment, and community involvement.

10. BOARD COMMITTEE Updates	MEETING DATE	Board 20 minutes
10.1 Finance Committee & Treasurer’s Update: Reviewed monthly financial report.	August 21, 2024	
10.2 HR/Compensation Committee: • Reviewed goals for the 24-25 school year.	August 21, 2024	
10.3 School Development Committee:	Did not meet	
10.4 Policy Committee: See Policy updates/needs below	August 16, 2024	

11. Unfinished Business

11.1 Consideration of the ED/Board Relations Handbook Kuklok **15 minutes**
 The Board will provide feedback on the Executive Director/Board Relations Handbook again after the suggested revisions from the off-site meeting have been made. The Board will anticipate approving the handbook at the August Board meeting.

11.2 Consideration of the Board Binder/Onboarding Process Agyeman-Mensah **15 minutes**
 The Board provided suggestions for revisions to the board binder and onboarding process after the first read through at the July regular meeting. The Board will consider approving this binder and onboarding process to take effect immediately.

11.3 Consideration of the ED Succession Plan Kuklok **15 minutes**
 Review and consider adopting the recommended Executive Director succession plan as suggested by the provisional consulting executive directors in June. The Executive Director has drafted a succession plan to facilitate a more seamless transition of the administrative team reflecting the consulting report’s recommendations.

11.4 Update on Strategic Plan Working Session Uko **10 minutes**
 The Board will discuss updates by Board Officers on strategic planning and discuss next steps to finalize the strategic plan in a scheduled working session. The Board will briefly go over plans for Board working sessions in the 24-25 school year.

12. New Business – Discussion/Action items

12.1 Review of School Board Policies Kresh **15 minutes**

- New Policy 219 Charter School Board Member Violation of Policy
 - School board approval needed at September school board meeting

- Policy 515 Protection and Privacy of Pupil Records
 - School board approval *not* needed
- Policy 608 Instructional Services - Special Education
 - School board approval needed at August school board meeting
 - Because the revisions consist of MN statutory provisions that each school district must follow, board approval can occur in a single meeting under policy 208
- Policy 609 Religion and Religious and Cultural Observances
 - School board approval *not* needed

12.2 Interview of Community Seat C Candidates Board 45 minutes

Seat C is vacant due to the resignation of the previous member for this role. 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 2027 elections.

The Board received the following application(s), all of which were received timely:

Sumera Islam	Application Questionnaire and Resume
Mark Ustimchuck	Application Questionnaire
Charlene Winter	Application Questionnaire

**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.

**12.3 Consideration of Change to Creative Planning as DVA Financial Services Provider Kuklok
15 minutes**

The Executive Director will present a proposal to move from School Management Services to Creative Planning for financial services and payroll support. In this plan the school would take on a team of specialists to support their operations, including, a controller/financial advisor, a grant manager for government grant funding, a payroll specialist to support our payroll operations, an accounts payable/receivables representative to help with bill payments and invoices. These would be four different individuals who specialize in their respective areas and would bring a team approach to the support of DVA's financial services.

13. Meeting Assessment and Closing Thoughts Board 2 minutes
Did we spend our time effectively today? What could we do better? What should we, as a Board, focus on for the next meeting?

14. Adjourn Meeting

Estimated end time:

9:00 pm