



School Board Meeting MINUTES for Monday, November 16, 2015 Music Room (001), 6:00pm

1. Call to order: 6:02 pm by Ross Meisner

2. Roll Call

Present	Board Members
X	Ross Meisner - President
x	Erin Nelson - Secretary
x	Valerie Slaymaker
X	Matt Manning
	Nikki Brown
X	Andy Wallschlaeger
x	Rachel Engstrom

Guests
Debra Lach – Ex-Officio Member
Denise Erickson - Clerk
Melanie Persellin
Matt Mayer - BerganKDV
Holley Fischer
Dick Reiling – ABC Board Member
Anna Hammann

3. Reading of Mission Statement 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.

4. Community Comment 5-10 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 this evening.

Melanie P., parent, potential board member, introduced herself and expressed interest in joining board.

5. Adoption of Agenda and Addendums 1 minute

Debra asked for removal of item 9.1 because we accomplished it at the last meeting

*Motion for approval as amended by: Valerie Slaymaker
Motion seconded by: Matt M.
Unanimous approval*

6. Consent Agenda 5 minutes

MEETING MINUTES

- 6.1. Board Meetings: 2015-10-26 – held, minutes pending
- 6.2. Finance Committee: 2015-11-09
- 6.3. Policy Committee: not held
- 6.4. Curriculum/Technology Committee: not held
- 6.5. HR/Compensation Committee: not held
- 6.6. School Development Committee: 2015-11-02

6.7. Ad-hoc Communications Committee: not held

DONATIONS

6.8. \$134.61 via WellsFargo
\$60.00 via Univ. of MN program
\$300.00 via DonateWell

DOCUMENTS

6.9. Monthly Financials October 2015

POLICIES FOR APPROVAL

6.10. none

Changed board minutes from last month to pending.

Motion for approval as modified by: Erin N.

Motion seconded by: Andy W.

Unanimous approval

7. Discussion – Administration Updates – Debra Lach 10 minutes

Give to the Max – upped effort this year and made \$3182 as opposed to \$2460 last year. PTO spaghetti and auction is Thursday, 11/19, 5:30 p.m. This is PTO's major fundraiser. Trimester one has ended.

Eighth graders take their Explore Tests this week. The state no longer pays for it, we choose to pay it because local high schools use it to place students.

Board members are asked to sign assurances and conflict of interest statements.

Enrollment currently 434 – really solid.

Ross – metric education? Debra – not on common core or state standards. Don't see state or country going in that direction. No natural way to teach it without pushing something else off the table. Erin – still required to know both. Can't just teach metric system.

8. Old Business

8.1. Brief School Replication Update w/Community Meisner/Lach 5 minutes
Monthly presentation of school growth plan and status.

Matt – narrowed down to one site. Purchase agreement sent out for that today. This was received without comment but not poorly. Wet lands delineation and planning for waste water the next steps. Riviera was in today and showed us a mock-up of what the location could look like. Next step: Input from the staff and board.

Debra – compiling a list of all the different areas/departments/rooms needed, within input from teachers.

Ross - Piper Jaffray is the bonding agent.

Debra – meeting with/water & sewer a week ago.

Ross – on track to have a town hall meeting in Jan. or Feb. to share

8.2. FY14-15 Audit results Lach/Agency 20 minutes
Review audit results.

Matt Mayer gave board members copies of the auditor's report and explained portions. Clean audit on 2015, resolved the one issue from the previous year's audit. Very steady financials over the years. General Fund balance is healthy and stable.

Matt described the audit process and explained how pension plans have been made more transparent, so reporting and observation is now different. No action is required, but knowing about this will better enable staff to explain certain financial numbers.

Debra – first year to work with Bergan KDV. Everything went well/smoothly. Ross appreciated the clear and concise explanation of the audit. Ross also thanked Debra for the smooth running of the financial business of the school. Debra – best practice is to switch auditors every three years. This is the first year with BerganKDV.

8.3. Treasurer’s Update Slaymaker/Hiatt 5 minutes
 Monthly school finance update.

Currently operating at a \$24,553 positive income. Total fund balance is 1.5 million. 33% through the year. Revenue is at 27%, 32% on accrual basis, Expenditures is at 28%.

8.4. Board Operations Update Persons 5 minutes
 Review board operations calendar, upcoming items.

Reviewed operational board calendar. Often at this point in the year we have a strategic planning offsite. Not feeling too concerned about it because of the high level of planning around the new school. Have to update the 3-year plan annually. Plan on a strategic planning meeting next year. Matt suggests right before the town hall meeting. All agreed.

9. New Business – Discussion/Action items

9.1. Election process & board recruitment Meisner 10 minutes
 Approve timeline.

3 SEATS UP FOR ELECTION:	Seat D: Parent	(Stacey Persons)
	Seat E: Community	Valerie Slaymaker
	Seat H: At-Large	Ross Meisner

Ross talked through the timeline for the election process. Reminded that open (not up for elections) are two parent seats.

Motion to approve the election timeline – Valerie
Motion seconded by – Erin
Unanimous approval

Matt, being active in the facilities adhoc, has relinquished his chairmanship of the HR committee to Andy. Reviwed committee roles. Valerie volunteered to vice-chair the ad-hoc communications committee.

Committees:	Chair	Vice-Chair	Typical Timing
Finance	Val S.	Ross M.	2nd Mon 6pm
Policy	Andy W.	Erin N.	Wed 3:30pm
Curriculum/Tech.	Nikki B.	Matt M.	TBD
HR / Comp.	Andy W.	--	2nd Mon 5:30 - Andy will move to Wed.
School Dev.	Rachel E.	--	1st Mon 5:30
New site task force	Matt, Erin (with Debra)		
Ad-hoc Communic.	Nikki B.	Val S.	2nd Mon 4:30

Motion to approve the committee rolls as described in chart – Rachel
Motion seconded by – Valerie
Unanimous approval

9.2. Funding the ABC's expenses Meisner 10 minutes
Managing the ABC's cash needs, and any reimbursement plan.

Ross & Debra explained - ABC has been set up and will own the building but has no revenue. Bonding resolutions eventually will be in place to provide financing. In the meantime the school can provide loan them money to do all the preliminary work. The school can ask for the money back when the bonding is done; or can just be considered an expense, or we can give it without repayment up to a certain amount (expecting about \$50K) and then the rest would be a loan.

Matt – how does the grant work into that?

Debra – government guidelines for grant use would slow down the process significantly. We'll spend the grant money on something else.

Matt – let's set a limit on money provided to the ABC.

Discussion:

We are not in a cash weak position, we don't absolutely need the money back.
This number does not include the \$15k the building task force has to spend on site research.
\$50k will keep us going for several months and we can look at it again as needed.
Earnest money: ABC would pay \$15K, this is part of the \$50K.

Motion to approve spending of payment of ABC expenses up to \$50,000 without expectation of repayment of those expenses – Ross
Motion seconded by – Matt
Unanimous approval

9.3. School expansion planning All 45 minutes
General ongoing discussion, updates, and next steps.

Matt - Purchase agreement delivered today. Kou Vang thinks we should have an answer by the end of the week.

Delineation may not be able to happen until Spring.

Ham Lake has a say on whether the school can connect to the Blaine sewer system. The property is close enough the property line that that would be the best scenerio. The Met Council is OK with that.

Architects came today to show how our building, fields, parking lots, etc. could fit on the site.

10. Adjourn Meeting

Estimated end time:

8:15 pm

Motion to adjourn at 7:35 – Andy
Motion seconded – Valerie
Unanimous approval

Meeting adjourned 7:35 p.m