



# School Board Meeting MINUTES for Monday, March 21, 2016 Music Room (001), 6:00pm

**1. Call to order: 6:32 pm by Matt Manning**

**2. Roll Call**

Present	Board Members
	Ross Meisner - President
X	Matt Manning – Vice President
X	Melanie Persellin - Secretary
	Valerie Slaymaker – Treasurer
X	Erin Nelson
	Rachel Engstrom
	Nikki Brown
X	Andy Wallschlaeger
X	Mark Guy

Guests
Debra Lach – Ex-Officio Member
Denise Erickson – Clerk
John Komasek- Curly Branding
Craig Kroaholm-Realty
Holly Fischer
Anna Hansmann

**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.

**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.*

No Community Comments

**5. Adoption of Agenda and Addendums 2 minutes**

Debra suggested guests be heard earlier on the agenda because of late start to the meeting – 9.5 & 9.4 were moved and heard after 6.9.

*Motion for approval or for approval as amended by: Erin Nelson  
Motion seconded by: Andy Wallschlaeger  
Unanimous approval*

**6. Consent Agenda 5 minutes**

MEETING MINUTES

- 6.1. Board Meetings: 2015-02-22
- 6.2. Finance Committee: 2016-03-14
- 6.3. Policy Committee: tbd
- 6.4. Curriculum/Technology Committee: tbd
- 6.5. HR/Compensation Committee: tbd
- 6.6. School Development Committee: 2016-tbd

6.7. Ad-hoc Communications Committee: tbd

DONATIONS

6.8. None

DOCUMENTS

6.9. Monthly Financials January 2016

POLICIES FOR APPROVAL

6.10. None

Correction: Minutes and Dates added for multiple committees, changes reflected above.

*Motion for approval or for approval as modified by: Erin Nelson*

*Motion seconded by: Mark Guy*

*Unanimous approval*

9.4. Logo review Fischer 15 minutes  
Review/discuss our logo.

John Komasek, of Curly Creative Communications, passed out samples of suggested logos and explained the thoughts behind the each draft. The Vitruvian man was used in conjunction with the name of the school. He discussed the importance of connecting the Vitruvian man to the DaVinci brand identity.

Review and discussed tagline: new tagline has been suggested: "Cultivating curiosity and igniting excellence."

Review and discussed school colors: burgundy versus red. Discussions regarding color red gives the logo a classical feel, red is also preferable because so much of what we have is red – uniforms, etc.

Website is ready to live at the end of this week.

Detailed discussion regarding Vitruvian man and tagline.

The board asked John to make some changes in the samples so they could be viewed before the final decision.

*Motion was made to give Debra Lach authority to make final decision as discussed and in accord with consensus reached on color, tagline and Vitruvian man. – Mark Guy*

*Motion seconded by – Matt Manning*

*Unanimous approval*

9.5. Structural engineering scope Lach 15 minutes  
Discussion.

Craig Kroaholm was present from JB Realty to discuss timeline regarding precast walls and steel drawings for new school.

**7. Discussion – Administration Updates – Debra Lach 10 minutes**

**8. Old Business**

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

Debra Lach reported: Final approval of permitting will take place at city council meeting. Plans are only about a week behind on time line. Structural engineering planning needs to take place before finalization of bonding. More spending has been approved for this planning.

Traffic lanes have been approved.

Bonds can be sold beginning May 13.

Technology committee met to figure out all the wiring for computers, PA system, phone systems, etc. eRate package is available to save some money.

Drawings are still being fine-tuned with the architect.

8.2. Treasurer's Update Slaymaker/Hiatt 5 minutes  
Monthly school finance update.

8.3. Board Operations Update Meisner/Manning 5 minutes  
Review board operations calendar, upcoming items.

Annual Conflict of Interest policy needed. Debra will put packets together for board members to complete.

## 9. New Business – Discussion/Action items

9.1. Golf tournament contract Engstrom 5 minutes  
Long-term planning/contract.

Negotiations are being made with Majestic Golf Course for a three-year commitment for the DaVinci Golf Tournament. The Board will wait for Rachel Engstrom to find out details and will weigh before making a decision to sign the contract.

9.2. Committee roles All 5 minutes  
Review/refine committee chairs and vice-chairs.

Mark Guy is willing to be vice-chair of School Development.

*Motion to assign Mark Guy as vice-chair of School Development – Matt Manning*  
*Motion seconded by – Andy Wallschlaeger*  
*Unanimous approval*

9.3. Director's signing authority Slaymaker 5 minutes  
Review/update expense signing limit threshold.

Request was made by Debra Lach to increase expense signing threshold to \$7,500.00.

*Motion to increase the signing authority from \$2,000 to \$7,500 and issue a directive to policy committee to amend the policy.– Melanie Persellin*  
*Motion seconded by – Andy Wallschlaeger*  
*Unanimous approval*

[9.4. and 9.5 set forth above]

9.6. School expansion planning All 20 minutes  
Process update, discuss current issues and upcoming milestones.

Discussion centered around Capital Campaign projects. Ideas were touched on that included a ground-breaking celebration, “stop motion” photos of the building project and a “donate here” option on the school website. Matt suggested the school might benefit from using a design firm

for the campaign. Some attendees at the Town Hall meeting in February indicated interest in helping with Capital Campaign.

9.7. Meeting Assessment and Closing Thoughts Meisner 5 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?

**10. Adjourn Meeting**

*Motion to adjourn at 7:55 – Erin Nelson*  
*Motion seconded – Andy Wallschlaeger*  
*Unanimous approval*

Meeting adjourned 7:55 p.m.