



# School Board Meeting MINUTES for Monday, November 28, 2016 Music Room (001), 6:00pm

**1. Call to order**

**2. Roll Call**

	Board Members	Guests
	Ross Meisner - President	Debra Lach – Ex-Officio Member
X	Matt Manning – Vice President	Denise Erickson, Clerk
X	Melanie Persellin - Secretary	Dave Bakke, FOE
X	Valerie Slaymaker – Treasurer	
	Andy Wallschlaeger	
X	Mark Guy	
X	Michelle Ingram	
X	Brian Mueggenberg	
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**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..*

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

Changes to the Agenda were as follows: Proposed policy regarding cell phones will be presented in 10.6.5. Section 10.5 will be delayed to a future meeting.

*Motion for Approval as amended by: Valerie Slaymaker  
Motion Seconded by: Melanie Persellin  
Unanimous Approval*

**6. Consent Agenda 5 minutes**

- 6.1. DONATIONS  
 Unrestricted donations: available for viewing in the office  
 Restricted donations: none received
  
- 6.2. BOARD MEETING MINUTES  
 October 24, 2016
  
- 6.3. POLICIES FOR APPROVAL  
 - none

*Motion for Approval by: Mark Guy  
Motion Seconded by: Andy Wallschlaeger  
Unanimous Approval*

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

The Blue Ribbon Ceremony was very successful. The Blue Ribbon celebrates the top 1/2 of the top1% of all schools. The school will engage in the Battle of the Books. Practice MCAs start now. Enrollment is at 440.

**8. Committee Updates and Review/Approve Committee Minutes**

<u>COMMITTEE</u>	<u>MEETING DATE</u>
8.1. Finance Committee & Treasurer’s Update: - review monthly financial report	2016-11-14

We are 33% through the school year with 32% of revenues received on an accrual basis. Expenses have come in at 27% YTD. Enrollment remains strong and assets remain strong. The budget is being reviewed because there is now real information for salaries. Revenue is up 1%. 438 students is the enrollment projections for the budget. Also discussed the release of community funds to support outdoor spaces.

*Motion for Approval of budget revisions by: Brian Mueggenberg*

*Motion Seconded by: Michelle Ingram*

*Unanimous Approval*

8.2. Policy Committee and policies for review/approval: - no policies for review	not held
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8.3. Curriculum/Technology Committee:	2016-11-14
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8.4. HR/Compensation Committee:	not held
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8.5. School Development Committee:	2016-11-2
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The Capital Campaign Committee and the Golf Tournament discussed fundraising and donors.

8.6. Ad-hoc Communications Committee:	not held
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**9. Old Business**

9.1. <u>Board Operations Update</u>	<u>Meisner/Manning</u>	<u>5 minutes</u>
Review board operations calendar, upcoming items.		

The annual board retreat (special meeting) is December 4, 2016 at 9:00 a.m.

9.2. <u>New School Update</u>	<u>Lach/Vang</u>	<u>5 minutes</u>
Update on construction and program.		

New cranes were delivered to the site. We are waiting for bids from a couple of vendors. We discussed and considered whether to start school one week later for the 2017-2018 academic year only.

**10. New Business – Discussion/Action items**

10.1. <u>Board election</u>	<u>Meisner</u>	<u>10 minutes</u>
Plan for, and launch of, board elections (Feb. 2017)		

There is a community and parent/guardian board position open for election. Recommendation forms can be sent to Ross Meisner. The annual meeting and the election results will be on February 27, 2017.

10.2. <u>Board seat vacancies</u>	<u>Meisner</u>	<u>5 minutes</u>
Discuss vacancies, possible candidates.		

There is a community and parent/guardian board position open for election. Recommendation forms can be send to Ross Meisner. The annual meeting and the election results will be on February 27, 2017.

- 10.3. Enrollment policy Meisner/Lach 10 minutes  
Review and discuss enrollment policy for next year

This will be reviewed and discussed at the annual retreat.

- 10.4. Capital campaign Persellin 15 minutes  
Committee update

Discussed fundraising ideas for donations for the outdoor spaces. Examples: Classroom parents, Amazon Smiles, Heggies Pizza Fundraiser in February, and Classroom competitions. Discussed the Board matching up to \$30,000 from the community fund for donations received.

*Motion for Approval for the Board to match up to \$30,000.00 of donations received for outdoor spaces by: Brian Mueggenberg*  
*Motion Seconded by: Andy Wallschlaeger*  
*Unanimous Approval*

- 10.5. School finance training Meisner 20 minutes  
Review and discuss finances, policies, budgeting, and reporting obligations

This was removed from the Agenda.

- 10.6. Strategic offsite planning All 20 minutes  
Agenda and content plan, assignments

In preparation of the offsite planning meeting, discussed reviewing a copy of the Strategic Plan, the Committee structures, and the Bylaws.

- 10.6.5. Electronic Device Policy.

We reviewed the proposed policies regarding the expectation and appropriate use of existing technologies, including cell phones, iPads and other personal electronic devices. Some revisions were suggested and the policy will be reviewed in its revised form at following Board meeting.

- 10.7. 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?

## 11. Adjourn Meeting

Estimated end time:

8:00 pm

*Motion to adjourn at 7:30 p.m. by Michelle Ingram*  
*Motion Seconded by: Melanie Persellin*  
*Unanimous Approval*