



School Board Meeting MINUTES for Monday, December 19, 2016 Music Room (001), 6:00pm

1. Call to order at 6:02

2. Roll Call

Present	Board Members
	Ross Meisner - President
X	Matt Manning – Vice President
X	Melanie Persellin - Secretary
	Valerie Slaymaker – Treasurer
X	Andy Wallschlaeger
	Mark Guy
X	Michelle Ingram
	Brian Mueggenberg
	<open>

Guests
Debra Lach – Ex-Officio Member

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 as modified: Section 10.5 is removed.

*Motion for Approval as amended by: Melanie Persellin
Motion Seconded by: Michelle Ingram
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
November 28, 2016
December 4, 2016 Strategic Planning Offsite Meeting

These will be reviewed at the January, 2017 Board meeting.

6.3. POLICIES FOR APPROVAL
- none

Motion for Approval as amended by: Melanie Persellin
Motion Seconded by: Michelle Ingram
Unanimous Approval

7. Discussion – Administration Updates – Debra Lach 10 minutes

There are 441 applications already submitted for the 2017-2018 academic school year. This is enough applications to fill all the new spots at the new school. Enrollment is currently at 439. There are openings in 5th grade and 8th grade. We received \$7,184.80 from GiveMN donations for the outdoor space. There are between 160-170 students signed up for the winter intersession. Children are working on the Zoo Challenge on December 21, 2016. The PBIS program is working well and the discipline referrals were 1/3 less.

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	2016-12-12

We are at 43 % YTD with 33% expenditures and 33% income YTD. The budget numbers are steady. We must spend out the grants that end at close of the year and begin planning for grants that we will receive next year, to make maximum use of the money. We also discussed the future costs of school lunches and bussing.

8.2. Policy Committee and policies for review/approval: - no policies for review	tbd
---	-----

Reviewed the revisions to the Personal Device Policy and internet use policy. Also reviewed the uniform policy to potentially include the use of blue polo shirts in addition to red polo shirts for higher grades. We also discussed the application of Open Meeting laws for committee meetings.

8.3. Curriculum/Technology Committee:	2016-12-08
---------------------------------------	------------

Discussed the Master List for all websites and list of available trainings. A survey was circulated to determine the best used applications by staff. Discussed the use of technology ambassadors (students) to assist with applications.

8.4. HR/Compensation Committee:	not held
8.5. School Development Task Force:	2016-12-7
8.6. Ad-hoc Communications Task Force:	not held

9. Old Business

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

Candidate forms are being prepared.

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

The new school construction is on track.

10. New Business – Discussion/Action items

- 10.1. Board election update Meisner 5 minutes
Two nominations received to date (Persellin, Wallschlaeger)
- 10.2. Board seat vacancy Meisner 5 minutes
Remaining vacant seat will not be filled during election.

We will place ad in the Ham Laker that we are seeking a Board Member.
- 10.3. Enrollment policy for 2017-2018 school year Lach 10 minutes
Review and discuss classroom targets and backfill policy of empty seats (for new campus)

We reviewed the available enrollment by grade and support the recommendation to be conservative financially. The school will enroll new students to “backfill” a grade up to a set minimum threshold until the end of the first trimester, after which new students will be added up to a second minimum threshold.

Motion for to approve the 2017-2018 enrollment plan: Matt Manning
Motion Seconded by: Andy Wallschlaeger
Unanimous Approval
- 10.4. Capital campaign Persellin 15 minutes
Committee update

We discussed the request for pictures to be added to website for the donation website, the request for the vendor list, and reaching out to vendors for year-end matches.
- 10.5. Strategic offsite planning All 20 minutes
Agenda and content plan, assignments
- 10.6. 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 7:09 p.m. by Melanie Persellin
Motion Seconded by: Michelle Ingram
Unanimous Approval