



School Board SPECIAL MEETING MINUTES

Sunday, November 5, 2017, 8:00am

At Bunker Hills Golf Club
 12800 Bunker Prairie Rd NW
 Coon Rapids, MN 55448

1. Call to order
 8:05 AM

2. Roll Call

Present	Board Members	Guests
x	Ross Meisner - President	Debra Lach – Ex-Officio Member
x	Matt Manning – Vice President	
x	Melanie Persellin - Secretary	
	Valerie Slaymaker – Treasurer	
x	Andy Wallschlaeger	
x	Mark Guy	
x	Michelle Ingram	
x	Brian Mueggenberg	
	<open>	

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. Adoption of Agenda and Addendums **1 minute**

5. New Business – Discussion/Action items

- 5.1. DaVinci recap: perspective and discussion All 10 min.
 Review our place in history, our progress to date
Discussed recent progress and governance

- 5.2. Board make-up and capabilities Ross/All 20 min.
 Who are we? Team building and board skills matrix.
Discuss team diversity and individual background

- 5.3. Board self-assessment and effectiveness Ross/All 20 min.
 Review survey results, discuss gaps, priorities.
 How do we optimize performance? Training needs/plans/resources? Bylaws still OK?
Discuss survey results and “No” votes
Do we add a self-assessment for board member engagement?
 --Mark to look into
 Ross to provide Debra with “blurb” for Ham Laker
 Board members to publicize/advertise/call to community to visit committee meetings
 --Debra & Ross to address inclusion of memo on website

- 5.4. Board & admin organization and succession planning All 30 min.
 Ensure our board & our administrative team remain stable & effective for the long term.
Board size, committees, admin leadership resources & structure, succession best practices.

Discuss adding seat(s), decided to maintain 9 seats
 Add agenda item to future meetings: **staff recognition & rotating staff meeting rep**

- | | | | |
|-------|--|-----|-----------------------|
| 5.5. | <u>Our mission, vision, and goals</u>
Review and renew our long-term strategic priorities to ensure continued success
<i>Renewed Mission, Vision, Values, and Strategies</i> | All | <u>20 min.</u> |
| 5.6. | <u>Strategic plan development</u>
Enrollment plan, class addition timing, operational/academic priorities (1–3 year horizon)
5-10 year plan, high school discussion, art & science distinction, key objectives
<i>Discuss expansion plan moving forward; balance short term and long term goals</i>
<i>“We will begin evaluating options for a high school next year. Even if we follow through and community shows desire for a high school, it is still a minimum of 5 years away.”</i>
<i>Discuss possible board panel event, Spring 2018</i>
<i>Discuss staff community/atmosphere</i> | All | <u>70 min.</u> |
| 5.7. | <u>Fund balance objectives</u>
What target fund balance should we seek, and why?
<i>Discuss fund balance vs. school size</i>
<i>Currently 25% in FoE contract</i>
<i>Finance committee to investigate and make recommendation at Jan. meeting</i>
<i>-What if we fall below 20%? Above 30%?</i>
<i>-Develop a draft plan</i> | All | <u>20 min.</u> |
| 5.8. | <u>Transgender policy discussion</u>
Discuss how to ensure legal and sensitive transgender student care
<i>Discuss transgender issues and current legal environment</i>
<i>Policy committee to check if transgender is listed as protected class that is integrated in existing policy</i>
<i>Andy and Debra to research local experience & review sample policies</i> | All | <u>20 min.</u> |
| 5.9. | <u>Success and culture preservation</u>
As a much larger school & staff, how to maintain our vital culture of intimacy and teamwork?
<i>Discussed considerations for staff community/atmosphere</i> | All | <u>20 min.</u> |
| 5.10. | <u>General discussion</u>
General strategy and business discussion, staff dress code feedback, intersessions (academic and non-academic), school contact days
<i>Debra to revisit and update plan for administrative staffing needs to share with board</i> | All | <u>if time allows</u> |

6. Adjourn Meeting

Estimated end time:	12:00 noon
<i>Motion to Adjourn: Brian, seconded Matt, unanimous</i>	<i>12:00 noon</i>