



School Board Meeting MINUTES

Monday, January 29, 2018 at 6:00pm

At DaVinci Academy

1. Call to order at 6:05 p.m.

2. Roll Call

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

*Motion for Approval by: Valerie Slaymaker
 Motion Seconded by: Matt Manning
 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 27, 2017

*Motion for Approval by: Matt Manning
 Motion Seconded by: Mark Guy
 Unanimous Approval*

7. Discussion – Administration Updates – Debra Lach 10 minutes

The lottery process for the 2018-2019 academic school year is in February 26, 2018. There are currently 756 applicants for the 2018-2019 academic school year. There are 293 applicants for Kindergarten. The school is full and if a spot opens mid-year the spot is being filled. The week of February 26, 2018 will be

busy with the Board election on February 26 and the lottery on the same date. The school has been experiencing some sick children. The week of January 29, 2018 7% of the staff and school were out sick. The Minnesota Department of Education did not recommend closing the school as the children can contract the sickness in other places other than school. The school is fully staffed and there is a paraprofessional position posted on the school website.

8. Committee Updates and Review/Approve Committee Minutes

<u>COMMITTEE</u>	<u>MEETING DATE</u>
8.1. Finance Committee & Treasurer’s Update: - review monthly financials (Nov and Dec 2017)	2018-01-24

The school’s operating margin YTD is positive at \$151,550 on an accrued basis with \$3,773,549 in accrued revenues and \$3.6M in expenses.

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| <p>8.2. Policy Committee:
 POLICIES FOR APPROVAL
 - 412-Expense Reimbursement (new)
 <i>Motion for Approval by: Andy Wallschlaeger</i>
 <i>Motion Seconded by: Ross Meisner</i>
 <i>Unanimous Approval</i></p> <p style="padding-left: 40px;">- 418-Drug Free Workplace
 <i>Motion for Approval by: Andy Wallschlaeger</i>
 <i>Motion Seconded by: Matt Manning</i>
 <i>Unanimous Approval</i></p> <p style="padding-left: 40px;">- 506-Student Discipline Policy
 <i>Motion for Approval by: Andy Wallschlaeger</i>
 <i>Motion Seconded by: Mark Guy</i>
 <i>Unanimous Approval</i></p> <p style="padding-left: 40px;">- 524F- Student Acceptable Internet Use
 <i>Motion for Approval by: Andy Wallschlaeger</i>
 <i>Motion Seconded by: Melanie Persellin</i>
 <i>Unanimous Approval</i></p> <p style="padding-left: 40px;">- 532- Use of Peace Officers and Crisis Teams to Remove Students
 <i>Motion for Approval by: Andy Wallschlaeger</i>
 <i>Motion Seconded by: Melanie Persellin</i>
 <i>Unanimous Approval</i></p> <p style="padding-left: 40px;">- 536- Early Admission to Kindergarten
 <i>Motion for Approval by: Andy Wallschlaeger</i>
 <i>Motion Seconded by: Valerie Slaymaker</i>
 <i>Unanimous Approval</i></p> <p style="padding-left: 40px;">- 702.1- Health Care Purchase Policy (required)
 <i>Motion for Approval as amended by: Andy Wallschlaeger</i>
 <i>Motion Seconded by: Matt Manning</i>
 <i>Unanimous Approval</i></p> <p style="padding-left: 40px;">- 712- Video Surveillance (new, do we want to have one)
 <i>Tabled for review.</i></p> | <p>2018-01-17</p> |
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8.3. Curriculum/Technology Committee:	Not held
8.4. HR/Compensation Committee:	Not held

The Heggies pizza fundraiser is scheduled to occur in the month of January. Forms will be sent home with students on and returns on January 22, 2018. The Capital Campaign will tally orders and pizza distribution will be on February 12, 2018. The Capital Campaign's fundraising goal continues to be to fund outdoor classrooms and pavilion. The Capital Campaign will work on scheduling the donor party. The Open House will be combined with the PTO spring carnival.

9. Old Business

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

None.

10. New Business – Discussion/Action items

- 10.1. **At 6:30pm: Board election candidate forum** All 45 minutes
Seven candidates nominated for three seats.

During the Board election candidate forum there was information provided by the candidates for the Teacher seat, the Community Seat and the At-Large seat. The following were present and provided information: Matt Manning, Joe Thomas, Ryan Gingerly, Jane Alstrom. The following candidates were not present: Patrick Christopherson and Mike Bourke.

- 10.2. School construction update Lach/Meisner 10 minutes
Discuss status and condition of new school, punch list item status, etc.

We are almost to the punch list of construction. The biggest system is the HVAC system. The HVAC system needs to be balanced out. We have also informed the local police of the systems. We still need to install the tall fencing along Jefferson and work on erosion control in the spring.

- 10.3. 2018-2019 School Year Planning Lach 15 minutes
Consider grade additions and school calendar.

*We are considering the addition of another 6th grade class section. Adding a 4th grade section will result in having to hire less staff. We reviewed the 2018-2019 academic calendar.
Motion for Approval as amended by: Melanie Persellin
Motion Seconded by: Valerie Slaymaker
Unanimous Approval*

- 10.4. Board calendar update Meisner 5 minutes
Review updates to board calendar.

This information was not available and tabled to next meeting.

- 10.5. Board self-evaluation Guy 10 minutes
Method to reflect and assess on board effectiveness, retention.

Reviewed the board self-evaluation tools.

- 10.6. Donor appreciation party Melanie 5 minutes
Update and planning

- 10.7. Grand opening ceremony planning All 5 minutes
Update and planning

The Capital Campaign committee will start planning the donor party after the conclusion of the Heggies pizza fundraiser.

- 10.8. Staff interaction plan All 5 minutes
Staff recognition items, and which board member will give an update to staff
Ross Meisener will attend the next staff meeting to provide a board update.
- 10.9. 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: 8:30 pm

*Motion to adjourn at 8:10 p.m. by: Andy Wallschaeger
Motion Seconded by: Ross Meisner
Unanimous Approval*