



# School Board Meeting MINUTES

## Monday, March 26, 2018 at 6:00pm

### At DaVinci Academy

**1. Call to order**  
6:04 PM

**2. Roll Call**

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

Guests
Debra Lach – Ex-Officio Member
Jason King
Julie Kresh
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.*

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

*(Note shuffled sequence of items with New Business coming first.)  
Motion to approve: Michelle      Seconded; Melanie      Unanimous*

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

6.1. FOE Networking Meeting Event 10 May 18 All 30 minutes

- Discuss Agenda
- Plan 2 hours: 6-8
- Meet & Greet dinner
- Other board/administration sessions: things that set FoE schools apart
- Annual training

6.2. Donor appreciation party Melanie 5 minutes

- Update and planning
- Commit May 19th, Backup May 18th
- Catering in progress
- Invites in progress, predict ~100 people
- Motion to permit wine/beer: Matt      seconded: Jane      Unanimous

- 6.3. Grand opening ceremony planning All 5 minutes  
 Update and planning  
 - PTO putting on carnival: June 1st; 5-8
- 6.4. Board self-evaluation Guy 10 minutes  
 Method to reflect and assess on board effectiveness, retention.  
 - concerns about agenda & board training, support expansion & quality of life  
 - 5 responses at time of meeting; postpone further discussion until more evaluations complete
- 6.5. Board Member Documents Manning 10 minutes  
 Ensure required documents are on file for all members (Assurances/ Background/ Conflict of interest)  
 - Address at end of meeting
- 6.6. Board Calendar: 2018 & 2019 Michelle/Brian 10 minutes  
 Discuss/approve board calendar 2018-2019  
 -HR/Compensation: bylaws discussion next month  
 -Updates to 2018-2019 calendar  
 -Ensure that 2017-2018 calendar that admin have is updated (Michelle/Brian)  
 -Motion to approve updated 2018-2019 board calendar: Michelle, seconded: Mark Unanimous
- 6.7. Consideration for future walk-outs Brian 10 minutes  
 - Cannot make decisions for students about leaving class; only repercussion  
 - Current policy supports case-by-case management  
 - Discussed existing unexcused absence policy & natural consequences  
 - Discuss East Door possible security measures: Debra to investigate

**7. Consent Agenda 5 minutes**

Motion to approve: Jane seconded: Michelle Unanimous

7.1. DONATIONS

Unrestricted donations: available for viewing in the office

Restricted donations: none received

7.2. BOARD ANNUAL MEETING MINUTES

- February 26, 2018

7.3. BOARD MEETING MINUTES

- February 26, 2018

7.4. BOARD MEETING MINUTES

- November 26, 2018

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

Operations, academics, enrollment, construction/maintenance, staffing, events, etc.

- CSP Grant completed; Audit noted issue with lottery application. Must switch vendor

- MCAs began. Will be small group/classroom with chromebooks

- Continue meeting with all new families

- Began hiring 2018-2019

- Conferences Thursday, 3/29

- Staff training (including seizure smart school) 4/3

- Saturday March Madness: community success

- ZooMS competition; two teams won awards

- National Children's Book awards Venue; events in 1st week in May across all grades

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

COMMITTEE

MEETING DATE

- 9.1. Finance Committee & Treasurer's Update: 2018-03-19  
review monthly financials  
*-Motion to approve fund balance policy: Brian seconded; Michelle Unanimous*

Policy Committee: Not held

**POLICIES FOR APPROVAL**

- none

- 9.2. Curriculum/Technology Committee: Not held  
9.3. HR/Compensation Committee: Not held  
9.4. School Development Task Force: 2018-03-07  
*- Discussion around Heggies allocation; will allocate in-house*  
*- Discuss use/assignment of outdoor space*  
*- Discuss Dollars for DaVinci & Golf Tournament*

**10. Old Business**

- 10.1. Board Operations Update Manning/Persellin 5 minutes  
Review board operations calendar, upcoming items.  
*- Discuss contents of past board retreats & training*  
*- Michelle to follow up with training & fall retreat*
- 10.2. Staff interaction plan All 5 minutes  
Staff recognition items, and which board member will give an update to staff  
*Will postpone to next month: Val ill, and no meeting 3/29*
- 10.3. Meeting Assessment and Closing Thoughts Manning 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?  
*-Send minutes & agenda items ahead of time*  
*-effective time management*

**11. Adjourn Meeting**

Estimated end time: 8:00 pm

*- Motion: Melanie Seconded; Michelle Unanimous Adjourn; 7:48 PM*