



# School Board Meeting MINUTES

## Monday, April 30, 2018 at 6:00pm

### At DaVinci Academy

**1. Call to order**  
**@ 6:01 PM**

**2. Roll Call**

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

Guests
Debra Lach – Ex-Officio Member
Audience:
Julie Kresh

**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**

**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

- March 26, 2018

*Motion to approve: Valerie, Seconded: Michelle (unanimous)*

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

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

*Book week this week: events all week to celebrate reading*

*New families meeting with administration for orientation*

*Hundreds of students still on the waiting list*

*Hiring in progress; many SPED openings*

*Finalizing this year’s budget, expect vote in May on next year’s budget*

*Staff recognition week next week*

*Kitchen staff recognized for clean audit. Bravo!*



next year. Must review bus boundaries for service and mapping stops. Trying to ps. More in May.  
 on hold until budget approved. More in May.  
 nd grounds condition with the thaw.

8. ; and Review/Approve Committee Minutes 30 minutes

COMMITTEE

MEETING DATE

- |   |                   |
|---|-------------------|
| <p>8.1. Finance Committee &amp; Treasurer's Update:<br/>         - review monthly financials<br/> <i>75% of the year; 7.3% margin from lease aid</i><br/> <i>Next year's budget in progress</i><br/> <i>Once budget is approved, staff contracts for next year will be drafted.</i><br/> <i>Lunch staff being paid through the lunch food balance. Will reassess.</i></p> | <p>2018-04-16</p> |
| <p>8.2. Policy Committee:</p>   | <p>2018-04-18</p> |

POLICIES FOR APPROVAL

- 208 Development, Adoption, and Implementation of Policies
  - 410 FMLA  
*Annual review policy: formatting updated. No other changes*  
*Motion to accept: Ross Secoded; Val (unanimous)*
  - 412 Expense Reimbursement  
*Required policy through MSBA; to establish rules for expenses that involve reimbursement from the school district to an employee. Is in line with current unwritten policies.*  
*Motion to approve policy: Ross Secoded: Mark (Unanimous)*  
*Need to set mileage reimbursement rate: to match current IRS rate.*  
*Motion: Ross Secoded: Val (unanimous)*
  - 535 Admissions  
*Amended to include appropriate dates. Removed back page with predicted attendance*  
*Motion to approve: Michelle Secoded: Brian (unanimous)*
  - 610 Field Trips  
*Verbage updated. However, needs further review. Unresolved question of required charges/expense.*  
*Vote postponed.*
- Revise policy review requirement: policies not mandated for annual review, or other time frame written within a given policy, will be reviewed on a 6-year rotation. Policies will still be reviewed upon stakeholder request.*  
*Motion: Brian Secoded: Andy (unanimous)*

- |   |                   |
|---|-------------------|
| <p>8.3. Curriculum/Technology Committee:</p>  | <p>Not held</p>   |
| <p>8.4. HR/Compensation Committee:</p>  | <p>Not held</p>   |
| <p>8.5. School Development Committee:<br/> <i>Meeting with contractor about outdoor education space.</i><br/> <i>In the planning stages for outdoor construction</i><br/> <i>Amending plans to weave golf tournament into donor party.</i><br/> <i>Dollars for DaVinci underway</i><br/> <i>Golf Tournament planning in progress. More in May. Goal: 200 golfers.</i></p> | <p>2018-04-04</p> |

**9. Old Business**

- |  |                          |                  |
|--|--------------------------|------------------|
| <p>9.1. Board Operations Update<br/>         Review board operations calendar, upcoming items.<br/> <i>Will review and approve budget in May</i></p> | <p>Manning/Persellin</p> | <p>5 minutes</p> |
|--|--------------------------|------------------|

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



Working Meeting Event 10 May18

All

10 minutes

agenda

Admin to give tours at 5:30

10, with Speakers

Parent board member from outside FOE school.

\*Teacher board member from FOE school whose board is teacher-centered

\*Ross Meisner as a community member

Followed by discussion prompts.

Beth to close event

10.2. Donor appreciation party

Melanie

5 minutes

Update and planning commit May 19<sup>th</sup>

Pending update on committal

10.3. Board self-evaluation

Guy

10 minutes

Method to reflect and assess on board effectiveness, retention.

Moved to next meeting. 4 responses pending.

10.4. HR Training

Michelle

30 minutes

Review HR Training Slides

Completed training on HR and employment

10.5. Staff interaction plan

All

5 minutes

Staff recognition items, and which board member will give an update to staff

Val to visit Thursday for staff meeting

10.6. 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?

May meeting rescheduled to May 29<sup>th</sup>. Michelle to contact Holly.

## 11. Adjourn Meeting

Estimated end time:

8:00 pm

Motion: Ross Seconded: Michelle

Adjourn: 8:30