



School Board Meeting MINUTES

Monday Sep 24, 2018 at 6:00pm

At DaVinci Academy

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

2. **Roll Call**

Present	Board Members	Guests
x	Ross Meisner	Debra Lach – Ex-Officio Member
	Matt Manning – President	Hristo Galiov
x	Melanie Persellin – Vice President	Lynn Dirks
x	Valerie Slaymaker – Treasurer	Holly Fischer
	Andy Wallschlaeger	
x	Mark Guy	
x	Michelle Ingram	
x	Brian Mueggenberg – Secretary	
x	Jane Ahlstrom	

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.

Galiov: Not feeling heard about bus issues. Feels singled out.

Dirks: Update/consolidate the community newsletter: redirect links are blocked at families' computers

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

Motion to adopt: Jane Second: Mark (Unanimous)

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

- Jul 23th 2018

Motion to approve: Val Second: Jane (Unanimous)

- Aug 27th 2018 (Meeting Canceled)

7. Discussion – Administration Updates – Debra Lach **10 minutes**
 - Operations, academics, enrollment, construction/maintenance, staffing, events, etc.
Color run on Saturday, 9/29
MCA no longer reflects growth; must change methodology--adding Spring NWEA test
Closed construction fund (anticipate handoff from Kou)
Audit report and authorizer renewal in progress: authorizer assessment in October
Enrollment holding at 828, still staffing for SPED
Smooth start to the academics this school year
Terry Moffatt in the hospital after a heart attack last week

8. Committee Updates and Review/Approve Committee Minutes **30 minutes**

<u>COMMITTEE</u>	<u>MEETING DATE</u>
8.1. Finance Committee & Treasurer’s Update: - review monthly financials	2018-08-20 2018-09-18
<i>Finances are doing well</i>	
<i>Finished last fiscal year at \$494K due to the ABC loan agreement of \$570K, will be paid back</i>	
Motion to transfer \$21,881.68 from fund 1 to fund 2: Val Seconded: Melanie Unanimous	
<i>Expect a new line item added to finances for a student scholarship fund</i>	
8.2. Policy Committee:	2018-08-15
POLICIES FOR APPROVAL	2018-09-19
709 STUDENT TRANSPORTATION SAFETY POLICY	
<i>Add Section 11 on route selection</i>	
Motion to approve: Brian Seconded: Jane (Unanimous)	
Special Education Procurement	
<i>Adding additional procurement policy to specify special education</i>	
Motion to approve: Val Seconded: Michelle (Unanimous)	
8.3. Curriculum/Technology Committee:	Not held
8.4. HR/Compensation Committee:	Not held
8.5. School Development Committee:	2018-09-19
<i>370 runners for color run (500+ people expected to attend)</i>	
<i>Requires \$400 expense to improve the set up</i>	
<i>Considering sending half of proceeds will go to student scholarship fund, closing in on the goal for outdoor education.</i>	
<i>Families seek advance notice of the fundraisers to be provided throughout the year</i>	
<i>There is also interest in the success of previous fundraisers</i>	

9. Old Business

9.1. Board Operations Update Manning/Persellin 15 minutes
minutes
 Review board operations calendar, upcoming items. (suggest updates to the calendar)
November 27th 28th 3rd 4th or 10th 11th?; Strategic planning retreat

10. New Business – Discussion/Action items

10.1. Facility Use Policy #902 Persellin 15 minutes
 Discuss policy as it pertains to the new facility
Consider a policy on short-term agreements only
Policy committee to review and investigate
Should update to include rationale behind approval

10.2. Administrative Organization and Leadership Structure Meisner 25 minutes
 Evaluate Organization Structure

Discussed how the administrative structure can be remodeled to best support our school's changes

HR to consider & research: will discuss at strategic planning meeting

10.3. Succession Planning for Key Positions Meisner 20 minutes

Discuss process and Board roles and responsibilities in Succession Planning

In light of Terry's unexpected absence, we should consider cross training, or other means of avoiding disruption

HR to consider & research: will discuss at strategic planning meeting

10.4. Executive Director Performance Review Persellin 10 minutes

Discuss / Approve Executive Director Merit Pay Increase

Motion to go into closed session (board members only): Melanie Second: Ross (Unanimous)

Motion approved to offer Debra renewal with 0% base salary increase, with \$15,000 bonus

10.5. School Finance Training Meisner 20 minutes

Review and discuss finances, policies, budgeting, and reporting obligations

training moved to October board meeting

Michelle to check on training credits

10.6. Staff interaction plan All 5 minutes

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

Brian to present at the next staff meeting

10.7. Meeting Assessment and Closing Thoughts Persellin 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: Val Seconded: Michelle (unanimous)

8:23 pm