



School Board Meeting MINUTES

Monday Oct 29, 2018 at 6:00pm

At DaVinci Academy

1. Call to order – 6:01pm

2. Roll Call

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

Guests
Debra Lach – Ex-Officio Member
Jim Eichten, auditor
Julie Kresh
Lynn Dierks
Anna Hansmen

3. Reading of Mission Statement and Real Life Examples 1 minute

*Real life examples: child spoke up for social media safety, much appreciated.
 Movie night attendance was much higher than expected: 350 people! Very successful.
 At DaVinci info session, parents asked how to get a job here in order to enable their child to attend!*

4. Community Comment 5-10 minutes

Add Julie Kresh to last month's minutes (done).

5. Adoption of Agenda and Addendums 2 minutes

Approved as amended (moved: Michelle, 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

- Sep 24th 2018

Consent Agenda approved (moved: Jane, second Valerie, unanimous)

7. Discussion – Administration Updates – Debra Lach 10 minutes

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

Debra was invited to participate in two panels to advise politicians and policy makers on charter schools (vs. voucher programs) and special education management and finances. She felt it was impactful and helpful.

Class Measures was hired by FOE to assess DaVinci. Feedback was very positive: clear management, good culture of learning, teachers readily get needed assistance, collaborative, activities reflect vision and mission, and finances well managed. Two areas for improvement: communications with staff and families, and more “student discovery” teaching in classrooms.

Conferences went well.

Move night went very well, thanks to PTO! Huge attendance.
 Contract renewal with FOE was submitted and FOE is waiting for audit results (sent now). Expect a response sometime soon.
 We have around 900 students on our waitlist now – more than students enrolled!

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 <i>School well on track, expenses below expectations. See committee minutes and financial report statements.</i>	2018-10-22
8.2. Policy Committee: POLICIES FOR APPROVAL None	Not held
8.3. Curriculum/Technology Committee:	Not held
8.4. HR/Compensation Committee:	Not held
8.5. School Development Committee: - <i>Fundraising for Outdoor education facilities have reached around \$77,000, and estimates for outdoor learning spaces are around \$65,000, so recommendation to begin planning and execution of the outdoor spaces. Got 2 bids, may seek a 3rd bidder.</i> - <i>Possible future fundraising targets to consider: materials, supplies, and equipment for our special classes (science education, music, arts); technology upgrades/replacements; science day.</i> - <i>Discussed class trips, funding club trips, etc. Needs more discussion, policy consideration.</i> - <i>School Dev committee meeting is henceforth moved to second Thursdays at 5pm.</i>	2018-10-10
<i>Committee minutes approved (moved: Ross, second Valerie, unanimous)</i>	

9. Old Business

- 9.1. Board Operations Update Persellin 15 minutes**
 Review board operations calendar, upcoming items. (suggest updates to the calendar)
- Conflict of Interest forms and Assurances forms submitted to FOE.
 District Compliance Requirements Checklist reviewed by board, and will be signed/submitted by Debra.
 More than 90 families attended the first DaVinci info session. Will do about 1 per month.*

10. New Business – Discussion/Action items

- 10.1. Audit review Lach 20 minutes
 Presentation of audit results.
Jim Eichten of MMKR presented the audit results: an unmodified opinion was issued with no material deficiencies in our internal controls, no instances of noncompliance that require reporting, and no findings on compliance testing with MN laws and regulations. DaVinci ABC also audited with same results.
- 10.2. Board election plan Manning 10 minutes
Three seats up for election:
 1) *At Large (Ross Meisner)*
 2) *Community (Valerie Slaymaker)*
 3) *Parent (Mark Guy)*
*Voting will be Feb. 11 – 25, 2019. Results announced at Annual Meeting Monday Feb. 25th.
 Board President Manning will work with admin to send out call for nominations, etc.*

- 10.3. Board Strategy Offsite Meeting Plan All 10 minutes
 Goals, topics, agenda, logistics
Planned for Saturday Nov. 10th, 9am – 1pm. Location TBD.
Topics to include: succession planning, school org structure, update annual strategic plan, discuss high-school plan, discuss/update committee structures and annual goals,
- 10.4. School Finance Training Meisner 30-minutes
 Review and discuss finances, policies, budgeting, and reporting obligations
Ross Meisner provided finance training to board, including presentation, discussion, and reading materials sent out to board.
- 10.5. Staff interaction plan All 5 minutes
 Staff recognition items, and which board member will give an update to staff
Michelle Maciej will provide update at next 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?

11. Adjourn Meeting

Estimated end time:

8:00 pm