



School Board Meeting MINUTES

Monday, February 25, 2019 at 6:30pm

At DaVinci Academy

1. Call to order

2. Roll Call

| Present | Board Members | Guests |
|---------|--------------------|--------------------------------|
| x | Matt Manning | Debra Lach – Ex-Officio Member |
| x | Melanie Persellin | |
| x | Andy Wallschlaeger | |
| x | Michelle Maciej | |
| x | Brian Mueggenberg | |
| x | Jane Ahlstrom | |
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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.

**Ross Meisner voiced a concern about the flickering stage light in the PAC*

5. Adoption of Agenda and Addendums 2 minutes

*(Note shuffled sequence of items with New Business coming first.)
 Motion to Approve: Jane, Second: Melanie Unanimous*

6. New Business – Discussion/Action items

- 6.1. Seating of newly elected directors Manning 2 minutes
**Three seats filled:
 Joe Thomas
 Rohan Venkatesh
 Todd Paulsen*
- 6.2. Board officer elections All 15 minutes
*Vote for president, vice-president, treasurer, and secretary.
 *President: Matt Manning
 *Vice-President: Melanie Persellin
 *Treasurer: Joe Thomas
 Secretary: Brian Mueggenberg

- 6.3. Committee leadership All 15 minutes
 Appoint committee chairs and vice-chairs, discuss meeting scheduling & expectations.
**Finance Chair: Joe Thomas Vice: Brian Mueggenberg*
**Policy Chair: Andy Wallschlager Vice: Todd Paulsen*
**School Development Chair: Michelle Maciej Vice: Melanie Persellin*
**HR Chair: Jane Ahlstrom Vice: Rohan*

New chairs updated monthly meeting times. Michele to update schedule online by March meeting:
Finance: Monday before staff meeting @4:30
School Development: first Thursday, monthly @ 4:30
Policy: second Monday monthly @ 4:30
HR: Ad Hoc
EDS: weekly @ 5:30

- 6.4. Board training discipline and implementation Manning 10 minutes
 Discuss training obligations.
**March 2nd training, tentatively moved to August 7th*
**New members get 1 calendar year to complete 3 trainings:*
 (Board Governance, Finance, & Employment)
**Returning members must refresh one of the 3 trainings once each year. Michelle to adjust our training schedule to match, will bring info to March meeting.*
**New members should review the policy regarding bylaws and training.*

7. Consent Agenda **5 minutes**

Motion to approve: Melanie, Second: Michelle (Unanimous)

7.1. DONATIONS

Unrestricted donations: available for viewing in the office

Restricted donations: none received

7.2. BOARD MEETING MINUTES

- January 28, 2019

Motion to approve: Jane Second: Michelle (Unanimous)

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

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

**Lottery complete, families filling empty seats*

**Reviewing budget and MDE enrollment numbers*

**Anticipating 8% increase in healthcare premiums*

**Anticipating average 4% increase in staff salary*

**Anticipate no added busses*

**Planning for new staff hire throughout Spring*

9. Committee Updates and Review/Approve Committee Minutes **20 minutes**

COMMITTEE

MEETING DATE

9.1. Finance Committee & Treasurer's Update:

2019-02-11

- review monthly financials

At 20% margin, with \$1.3 million due from MDE

Debra to check on MDE records for DaVinci enrollment

Taking bids for outdoor construction

- 9.2. Policy Committee: Not held
 POLICIES FOR APPROVAL
 - none
- 9.3. Curriculum/Technology Committee: Not held
Disbanded. Remove from future agenda
- 9.4. HR/Compensation Committee: Not held
- 9.5. School Development Task Force: 2019-02-14
*Discuss allocation of funds from Heggies' fundraiser. Will avoid grade level redistribution.
 Will kick-off future fundraisers differently.
 Dollars for DaVinci & Golf Tournament coming; considered possible targets for funds.
 Discussed pavilion quotes. Waiting on another quote. Anticipate March decision.
 Discuss number of annual fundraisers and starting a foundation for funds raised.*
- 9.6. Executive Search Committee: 2019-01-31
*Updated post, and submitted to multiple sources.
 Building interview questions.
 Applications have started to come in, reviewing submissions weekly.
 Deadline for applications: March 17th*

10. Old Business

- 10.1. Board Operations Update Manning/Persellin 5 minutes
 Review board operations calendar, upcoming items
*Officers elected, and new members seated
 Planned June strategic board retreat, (tentatively) June 23rd, from 9 AM - 1 PM @ Kendall's
 Market Research Team will provide board with questions in March to bring to school visits*
- 10.2. Staff interaction plan All 5 minutes
 Staff recognition items, and which board member will give an update to staff
Brian to give update on Thursday, February 28th.
- 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?
*Arrive early, if possible, to March meeting--sign documents
 Pace ourselves more carefully in future meetings.
 Members should ask more questions & clarify details.*

11. Adjourn Meeting

Estimated end time: 8:15 pm
 Motion to adjourn: Andy Seconded: Michelle (unanimous) @7:49 PM