



School Board Meeting MINUTES

Tuesday, May 28th, 2019 at 6:00pm

at DaVinci Academy

1. Call to order @6:10

2. Roll Call

Present	Board Members
x	Melanie Persellin
0	Andy Wallschlaeger
x	Michelle Maciej
x	Brian Mueggenberg
x	Joe Thomas
0	Todd Paulsen
x	Rohan Venkatesh

Guests
Debra Lach – Ex-Officio Member
Julie Kresh
Lenny Ulloa Silva
Dave Bakle-FOE
Ben Aase-CLA
Michael Dudero-CLA

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

Motion to Approve: Joe; Seconded by Brian; (Unanimous)

6. New Business – Discussion/Action items

6.1. Vacant Board Positions: Teacher Position

Persellin

10 minutes

Posting for Teacher Board Member Position

Brian steps down because a family member works in the school

He nominates Lenny U-S, Lenny accepts, the board asked questions.

Motion to Approve (to finish Brian's term): Melanie; Seconded by Michelle; (unanimous)

6.2 Status of Executive Board position and HR Committee Chair.Persellin

10 minutes

Discuss positions and vacancies and HR Committee

Secretary position is available, Michelle volunteers

Motion to Approve: Melanie; Seconded by Rohan; (unanimous)

*HR Committee Chair position is available, will meet every month with the transition to new ED
Motion to appoint Rohan as HR chair, Lenny as vice-chair by Melanie; seconded by Joe; (unanimous)*

6.3 Friends of Education Charter School Contract Lach 30 minutes
Review and discuss Charter School 5 year contract- Execute by June 30
*Any further questions to discuss, nothing's changed since last meeting.
Motion by Joe, Seconded by Rohan, (unanimous)*

6.4 Operations Calendar Lach 10 minutes
Review Draft of Operations Calendar
Outlined with what is due to FOE and MDE by month and by whom. Gives a great cross check to make sure everything is turned in on time.

6.5 Executive Director Search Status Persellin 10 minutes
Communication Protocol and status of new Executive Director
They will start in July, meetings may start in June with admin. We will announce this week. Debra will stay until July 15th to help with the transition. Debra is willing to be on call throughout the first trimester to help as well.

6.6 OffSite Board Retreat. Wallschlaeger and Persellin 10 minutes
Discuss location, potential issues for discussion, and items to review in advance of meeting.

- Review Bylaws
- Strategic Plan for the next three years
- Community Communication of Strategic Plan
- Operations Calendar
- Review the CLA report and discuss site visits

Discussing dates for the summer for all of us be there. July 14th? July 21st? Either at Kendall's or at the school. 9am-12pm.

6.7 Market Study (commence at 6:55 p.m.) Ben Aase 30 minutes
Presentation of Report from Clifton Larson Allen, LLP
Helped complete research for our high school questions. We want to update the community about our research and what our outcomes are. Board members completed interviews of other high schools. CLA looked at forecasts into 2024 and as far as 2040 with population growth, housing, etc. Primary Market Area (PMA) shows that population is declining by 1-4%. Overall, HS population is staying the same in the area, some charter schools are growing, but overall, not a lot of growth/increase.

Looking into PSEO cost, per pupil amount: \$6,000, 7th-12th (weighted at 1.2). Half time will get \$3700 per pupil, but it might affect lease aid. If a student is full PSEO, you get .12 per pupil (\$900).

*AP-sponsored by College Board (Andy Houpt in the midwest). Cost per class per teacher \$700.
Teachers aren't required to get AP, but it's very strongly recommended.*

Next steps: What questions need to be answered, how do we communicate this out to the public with what we decide. This will be discussed at our strategic planning meeting next month.

6.8 Departing HR Benefits available to Debra Lach Persellin 10 minutes
Continuation of NICE Medical insurance coverage at ED's personal expense, purchase of laptop.
Moved to June's board meeting

6.9 Vended School Meals Bids Persellin and Thomas 5 minutes
*Recommended bid from Food Services, the cost didn't change from last year.
Motion to Approve: Joe, Seconded by Melanie; (unanimous)*

6.10 FY2020 Proposed Budget for DaVinci Academy Lach and Thomas 15 minutes
 State gave a 2% increase for budgets, update from MACS. This update isn't in the proposed budget, just FYI.
 Enrollment for 2020 is expected to be 866 students. Projected budget shows the right increase with a higher enrollment and added teachers. Included NICE healthcare for next year with an 8% increase.
 Motion to Approve: Michelle, Seconded by Melanie; (unanimous)

7. Consent Agenda

5 minutes

7.1. DONATIONS

Unrestricted donations: available for viewing in the office
 Restricted donations: none received

7.2. BOARD MEETING MINUTES

- April 29, 2019 Board meeting minutes.
 Motion to Approve: Joe, Seconded by Rohan; (un

8. Discussion – Administration Updates – Debra Lach 10 minutes

- Operations, academics, enrollment, construction/maintenance, staffing, events, etc.
 *Awarded \$9,000 from FOE for positive media, board governance, Blue Ribbon, high quality charter school
 *1,040 on waiting list for 2019-2020; asking to close the application for 19-20 and reopen on October 1st, 2019 for 2020-2021

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

<u>COMMITTEE</u>	<u>MEETING DATE</u>
9.1. Finance Committee & Treasurer's Update: - review monthly financials - On track, nothing stood out. Vendor contracts is the main focus, which contracts can be approved without treasurer, just ED needed. We extended our work with Tracy and our financials.	5/13/2019
9.2. Policy Committee: POLICIES FOR APPROVAL Casual Dress attire/special event days	Not held
9.3. HR/Compensation Committee:	Not held
9.4. School Development Committee:	5/14/2019

10. Old Business

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| 10.1. <u>Board Operations Update</u>
Review board operations calendar, upcoming items.
All done, calendar is updated and we are on track. | <u>Wallschlaeger</u> | <u>5 minutes</u> |
| 10.2. <u>Staff interaction plan</u>
Staff recognition items, and which board member will give an update to staff
Debra will update. | <u>All</u> | <u>5 minutes</u> |
| 10.3. <u>Meeting Assessment and Closing Thoughts</u>
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?
MSBA training on August 6th. | <u>Persellin</u> | <u>5 minutes</u> |

11. Adjourn Meeting

Estimated end time:

9:00 pm

Motion to Adjourn: Joe, Seconded: Melanie (unanimous) @8:44 pm