



# School Board Meeting MINUTES

## Monday June 24, 2019 at 6:00pm

### At DaVinci Academy

1. Call to order
2. Roll Call

Present	Board Members
x	Melanie Persellin-President
x	Andy Wallschlaeger-Vice President
x	Michelle Maciej-Secretary
x	Rohan Grama
o	Lenny Ulloa Silva
x	Joe Thomas-Treasurer
x	Todd Paulsen

Guests
Debra Lach – Ex-Officio Member
Brian Mueggenberg
Kelly Zender
Katie Mannella
Holly Fischer
Jack Shields
Lynda Domino-Transform Church
Mark Katzenberger-Transform Church

**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 by Joe, Seconded by Rohan, (Unanimous)

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

- 6.1 Q Comp Review and Report Mannella 20 minutes  
*A program through the state to offer a bonus for teachers to meet certain requirements. Plan for change for next year is to focus on data. Working on the paperwork this summer. First time this year, a group didn’t meet their goal, the committee decided to award them partial amount. The school really likes it because it’s run by teachers and we work together to meet the goals.*
- 6.2 Market Study Persellin 30 minutes  
 Review Report from Clifton Larson Allen, LLP  
*Review report before the offsite meeting*
- 6.3 Review 2019-2020 Board Calendar Maciej 15 minutes  
 Set up dates for next year’s calendar

6.4 Operations Calendar Lach 10 minutes  
Review Draft of Operations Calendar-Done

6.5 Off-Site Board Retreat. Wallschlaeger and Persellin 30 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
- SWAT analysis
- Renting our building?
- Market Study

6.6 Departing HR Benefits available to Debra Lach Persellin 10 minutes  
Continuation of NICE Medical insurance coverage at ED's personal expense, purchase of laptop  
-Debra would like to buy the laptop from the school after all school data is removed  
Motion to sell the laptop to Debra-Joe, seconded by Andy, (Unanimous)

-Debra would like to continue her NICE healthcare at her own personal expense as long as she's receiving Cobra.  
Motion to approve her NICE healthcare-Melanie, seconded Andy (unanimous)

6.7 HR Board Training Maciej 60 minutes  
*Powerpoint training given to all board members present*

**7. Consent Agenda** **5 minutes**

7.1. DONATIONS

Unrestricted donations: available for viewing in the office  
Restricted donations: \$500 received for the Music department

7.2. BOARD MEETING MINUTES

- May 28, 2019 Board meeting minutes.  
*Motion to approve Andy, seconded by Joe, (Unanimous)*

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

- Operations, academics, enrollment, construction/maintenance, staffing, events, etc.  
*-2nd grade classrooms are being repaired after the floor*  
*-Building is in full cleaning and fix up mode for next year*  
*-Meeting with Ahava this week to prepare for the transition in July 2019*

**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 - Met with a group from a Church that would like to rent out our PAC - Admin sees this as a positive, to hire our cleaning crew on Sunday to clean up after and get a head start on other things that are falling behind from the week	6/17/2019
9.2. Policy Committee: POLICIES FOR APPROVAL Casual Dress attire/special event days -Admin will take care of this, not a policy concern	Not held
9.3. HR/Compensation Committee:	Not held
9.4. School Development Committee:	Not held

## 10. Old Business

- 10.1. Board Operations Update Wallschlaeger 5 minutes  
Review board operations calendar, upcoming items.  
Info regarding: Charter School Board Workshop at 8:30 a.m. Tuesday, August 6, at the  
Minneapolis Marriott Northwest in Brooklyn Park.
- 10.2. Staff interaction plan All 5 minutes  
Staff recognition items, and which board member will give an update to staff  
*None needed, out of school*
- 10.3. 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 Melanie, seconded by Andy (unanimous) @ 8:20pm*