



School Board Meeting MINUTES for Monday, September 26, 2016 Music Room (001), 6:00pm

1. Call to order

2. Roll Call

Present	Board Members	Guests
x	Ross Meisner - President	x Debra Lach – Ex-Officio Member
x	Matt Manning – Vice President	x Jacob
x	Melanie Persellin - Secretary	
x	Valerie Slaymaker – Treasurer	
x	Andy Wallschlaeger	
x	Mark Guy	
x	Michelle Ingram	
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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 this evening.

Community Comments: None.

5. Adoption of Agenda and Addendums 2 minutes

Mark Guy: Requested to change structure of School Development Committee in 9.2.

Motion for Approval as amended by: Matt Manning

Motion Seconded by: Valerie Slaymaker

Unanimous Approval

6. Consent Agenda 5 minutes

MEETING MINUTES

- | | | |
|------|----------------------------------|------------|
| 6.1. | Board Meetings: | 2016-08-22 |
| 6.2. | Finance Committee: | 2016-09-16 |
| 6.3. | Policy Committee: | not held |
| 6.4. | Curriculum/Technology Committee: | 2016-09-12 |
| 6.5. | HR/Compensation Committee: | not held |
| 6.6. | School Development Committee: | 2016-09-12 |
| 6.7. | Ad-hoc Communications Committee: | not held |

DONATIONS

6.8.	Network for Good	\$1,000
	Wells Fargo match	\$134
	Anonymous	\$193
	Holbrook	\$1,000

DOCUMENTS

6.9.	Monthly Financials	August 2016
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POLICIES FOR APPROVAL

6.10.	401 – Equal Employment Opportunity
	406 – Public and Private data
	410 – Family and Medical leave policy

Correction requested to the August,22, 2016 Meeting Minutes to amend 8th grade to 5th grade in section 7.

Motion for Approval by: Matt Manning

Motion Seconded by: Andy Wallschlaeger

Unanimous Approval

7. Discussion – Administration Updates – Debra Lach 10 minutes

442 children are enrolled at this time; DaVinci's max. is 444, so we are essentially full.

Fliers were sent to 18,000 households announcing the expansion in Fall 2017. Also ads have been placed in local papers and communities. First general information session is Tuesday night, September 27. There will be a total of four information sessions. A new online application process will let us know who is applying. The administration team will meet soon to work out the schedule and get the big picture visualized.

DaVinci has been identified as a rewards school for the 6th time and has also been nominated for recognition as one of five National Blue Ribbon schools in Minnesota. The Blue Ribbon announcement will be on September 28, 2016. This is one of the highest honors we can achieve as a school community.

8. Old Business

- 8.1. Brief School Replication Update w/Community Meisner/Lach 5 minutes
Monthly presentation of school growth plan and status.

Notes: Kou Vang distributed progress reports. Final grading of the site has been completed. A small amount of asbestos in the house needed to be removed, but no soil contamination has been discovered. Pre-cast sections are expected to be erected in early to late December. Schematics and design development are done. Slow response times from the state for electrical and plumbing permits may delay the project somewhat but at this point the project is on track to be finished on time. The roof is expected to be in place by the end of January and excavation of the inside of the building for electric/sanitary systems are predicted to be done by February. Construction meetings are held Tuesdays, 9 a.m. at the site and school staff and board members are welcome to attend.

- 8.2. Treasurer's Update Slaymaker 5 minutes
Monthly school finance update.

Notes: Valerie Slaymaker reported revenues at an accrual basis of 17% and we are 17% through the year. Overall things are looking good. Auditors have completed their audit and will return to a future board meeting with their report.

8.3. Board Operations Update Meisner/Manning 5 minutes

Review board operations calendar, upcoming items.

Notes: Matt Manning stated the Annual Report and Discipline Policy and Procedures are being reviewed. Next month a report will be brought to the board meeting.

9. New Business – Discussion/Action items

9.1. Board seat vacancies Meisner 10 minutes

Discuss vacancies, possible candidates.

Notes: Ross Meisner reported board vacancies for a teacher and community member. He encouraged people to think about who might fill them.

9.2. Committee leadership Meisner 10 minutes

Update on committee leadership roles, assignments

Notes: Mark Guy was promoted to chair for the School Development Committee. Starting November 1, 2016 the meeting will be held on the first Wednesday of the month at 5:00 p.m. A vice-chair is now needed for that committee and also the Policy Committee.

- Matt Manning volunteered to vice-chair the HR Committee.
- Andy Wallschlaeger volunteered to chair the Policy Committee (meeting the first Wed., 3:30 p.m.)

Discussion followed on whether to combine the Capital Campaign and School Development Committees. Guest Jacob Sheck spoke up on behalf of the Golf Tournament Committee requesting that it work as a task force of the School Development Committee, rather than operating as the School Development Committee. This would enable the Golf Tournament Committee to be flexible in its meeting schedules and not be subject to the rules a regular committee has to abide by. After extensive discussion Melanie Persellin summarized the proposal – to make the Capital Campaign Committee and Golf Tournament Committee task forces under the School Development Committee. Ross Meisner pointed out this is not much of a stretch from the current structure. Good communication and coordination would be needed between task forces and task force leaders would need to attend School Development Committee meetings.

- Melanie Persellin agreed to act as vice-chair of School Development and Finance Committees

A motion was made to approve newly assigned rolls of committee leadership – Matt Manning
Second Valerie Slaymaker

Vote was unanimous

9.3. Transition from NCLB to ESSA Lach 10 minutes

Discuss new federal law components, implications.

Notes: Debra Lach distributed a handout explaining components and implications of transition from NCLB to ESSA

9.4. Request to add to staff Debra 10 minutes

Continued discussion about preparing resources for expanded program next year.

Notes: Debra Lach distributed a report – adjusted assumptions for budget. Funds were added for special ed. and also to fund an added position to assist Debra in preparation of the expansion. Administration staff growth is needed as the school grows.

A motion was made to approve the addition of staff as described by Debra Lach – Ross
Meisner

Second – Andy Wallschlaeger

Vote was unanimous

- 9.5. Annual report Lach 10 minutes
 Review and approval for submission to FOE by Oct. 1st.
Notes: Copies of the Annual Report were handed out.
- A motion was made to approve the annual report as amended – Valerie Slaymaker
 Second – Mark Guy
 Vote was unanimous
- 9.6. Outlook and items for upcoming year(s) Debra/All 10 minutes
 Major contracts, teacher returns, move to new building, family survey, staff survey, etc.
Notes: Debra Lach highlighted a few items:
 Community bussing – need to do an efficiency study of our current routes.
 Starting “offsites” – need to move to two specials teams
 Would like to look at bonus structures for the next year; will help in retention and attraction of teachers
- 9.7. Capital campaign Persellin 5 minutes
 Committee update
Notes: Melanie Persellin updated the board on the work of the Capital Campaign Committee, asking for guidance on how to move forward. Outdoor learning environment options have been explored and priority lists have been determined. The committee is in the process of meeting with vendors to discover how much things cost, in order to recruit donors. Some vendors will provide tools for running a capital campaign. Determining a vendor is important for the grant writing process. Discussion followed regarding ideas of sponsorship for specific playground items and other ideas. Melanie requested permission to go ahead with vendor selection/proposals. Ross Meisner agreed the Capital Campaign Committee should go ahead with vendor and budget information gathering and come with recommendations to the October board meeting.
- 9.8. Strategic offsite planning All 10 minutes
 Date, location, and goals for strategy offsite meeting.
Notes: Ross Meisner will follow up with an email in the interest of time.
- 9.9. Board training – Data Practices Lach 25 minutes
 Required training.
Notes: Debra Lach went over data privacy practices.
- 9.10. Meeting Assessment and Closing Thoughts Meisner 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?
Notes:

10. Adjourn Meeting

Estimated end time:

8:15 pm

Motion to adjourn at 8:13 p.m. by Ross Meisner

Motion Seconded by: Matt Manning

Unanimous Approval