



# School Board Meeting MINUTES for Monday, March 27, 2017 New School Construction Site, 6:00pm

**1. Call to order**

**2. Roll Call**

Present	Board Members
x	Ross Meisner - President
x	Matt Manning – Vice President
	Melanie Persellin - Secretary
	Valerie Slaymaker – Treasurer
x	Andy Wallschlaeger
x	Mark Guy
x	Michelle Ingram
x	Brian Mueggenberg
	<open>

Guests
Debra Lach – Ex-Officio Member
Holly Fischer
Kou Vang
Justin
Amy
Denise Erickson – Clerk

**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.*

No comments.

**5. Adoption of Agenda and Addendums 2 minutes**  
(Note shuffled sequence of items.)

Item 10.2 was moved to after item 7.

**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

6.3. POLICIES FOR APPROVAL  
- none

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

Debra Lach reported 240 new students signed up - 155 new families – in addition to returning students, for the new school location. An event for new families is scheduled for Saturday, April 1. Those not fully

registered by this date risk losing their spot. Debra thanked Holly Fischer for her role in bringing this together. There are plans to meet with every new family.

Mark Guy asked for and received confirmation that new families are being fully integrated into the existing database so they are receiving communication about the capital campaign and opportunities to help fundraise for the new playground.

Debra Lach reported that staff/teacher positions for the new school are in the process of being posted and the jobs are being filled slowly – 15 to 20 positions still need filling. Once the school is open, an “interview room” will be set up to facilitate hiring onsite.

MCA testing will begin next week.

Holly Fischer is working on implementing a transportation survey. A three-year contract has been signed with Kotke’s.

Davinci is ranked in the top five of Blue Ribbon Schools nationally. Recently, many students have participated in academic competitions and have scored highly.

Battle of the Books is coming up in May.

Item 10.2 inserted here.

## 8. Committee Updates and Review/Approve Committee Minutes

<u>COMMITTEE</u>	<u>MEETING DATE</u>
8.1. Finance Committee & Treasurer’s Update: - review monthly financial report	2017-03-24
8.2. Policy Committee and policies for review/approval: - 215 Conflict of Interest - 301 Role of School District Administration	2017-03-15
8.3. Curriculum/Technology Committee:	2017-03-06
8.4. HR/Compensation Committee:	2017-03-22
8.5. School Development Task Force:	2017-03-01
8.6. Ad-hoc Communications Task Force:	ad-hoc, no minutes

## 9. Old Business

9.1. <u>Board Operations Update</u>	<u>Meisner/Manning</u>	<u>5 minutes</u>
Review board operations calendar, upcoming items.		

## 10. New Business – Discussion/Action items

10.1. <u>Capital campaign</u>	<u>Persellin</u>	<u>5 minutes</u>
Committee update Mark Guy gave a brief update. Over \$25,000 in pizza was sold – the vendor said this was the largest first-time school fundraiser they’ve ever participated in. Currently, DaVinci is partnering with Chili’s – 15% of each order is donated to DaVinci. Debra Lach suggested students write “thank you’s”, including artwork, to major donors. Total capital campaign contributions now top \$70,000 – just over half way to goal.		
10.2. <u>Update from PTO</u>	<u>PTO/Brian</u>	<u>5 minutes</u>
PTO leadership to announce support/contribution Amy, on behalf of the PTO, presented a check for \$8,000 to the DaVinci board for contribution to the Capital Campaign Fund/Playground. Ross Meisner expressed the board’s gratitude to the PTO.		

- 10.3. PTO and board coordination Brian 10 minutes  
 Discuss board's interaction with PTO.  
 Brian Mueggenberg will continue to meet with the PTO and act as liaison for the board. He spoke of the Spring Festival. It will not be presented as a fundraiser this year, but rather a community building event.
- 10.4. School construction status update Vang 15 minutes  
 Kou Vang (and/or Jeff Wellman of Rochon) will discuss the construction status and outlook. The board was given a tour of the facilities before the meeting. Kou Vang reported the major schedule is still on track (although in reality three months behind from the original schedule). They will push for even further progress. No major problems are looming.
- 10.5. Construction plan discussion All 20 minutes  
 Options, risk mitigation, alternatives, deadlines, overall management plan  
 Debra Lach reported that the development committee is researching playground vendors. A nice playground area with wood chips will run about \$100,000. Ross Meisner asked about plans for the current playground – possibilities include selling or negotiating with the landowner.
- 10.6. 2017-2018 school calendar year Lach 10 minutes  
 This was completed at previous Board meeting.
- 10.7. Open meetings, finances, forms, and Bylaws review Meisner 15 minutes  
 Review and discuss legal and operational context for our board, following the elections.  
 Need updates/forms from all board members.  
 Ross Meisner reviewed rules required by members of the school board.
- Board Meeting minutes need to be submitted to the authorizer. Brian Mueggenberg will follow up with Melanie Persellin to make sure this requirement is completed.
- Debra Lach will meet soon with Friends of Education.
- Andy Wallschlaeger brought a report from the Policy Committee Meeting regarding revisions to the Policy 301 School District Administration and Policy 215 Conflict of Interest.  
 Motion to approve was made by Brian Mueggenberg  
 Seconded by Mark Guy  
 Ross Meisner suggested the title “superintendent” in the policy be changed to “executive director.”  
 Motion to accept as amended was made by Brian Mueggenberg  
 Seconded by Mark Guy  
 Vote was unanimous
- Board members that were present signed the “Conflict of Interest” form.
- Andy Wallschlaeger reported on the Wellness Policy.
- Michelle Ingram brought a report from the Curriculum and Technology Committee. The committee is working to implement a “tutor down” program to help students with technology questions – training students to help other students so they don't always have to go to the teacher with questions. The Technology Committee will also be asked to weigh in on technology purchases for the new school. Chromebooks are and will continue to be used by middle schoolers. Technology related training will be needed for teachers next year as the new school will be equipped with all new phones, smartboards, etc.
- Debra gave a brief update on staff raises and health care provisions. Raises are in the works for staff retention to the new school and to remain competitive. Health care is in the bidding process to provide the best options. Nothing is final yet.
- Mark Guy brought a report from the Communications Task Force. There is a need to find the best avenue for communication – especially for the capital campaign. Brian Mueggenberg is

willing to poll families at the new family event on Sat., April 1 to find out their preferred method of communication.

- 10.8. 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?

## **11. Adjourn Meeting**

Andy Wallschlaeger made a motion to adjourn the meeting.  
Mark Guy seconded the motion.  
Vote to end was unanimous.  
Meeting was adjourned at 8:05 pm.