



# School Board Meeting MINUTES for Monday, September 22, 2014 Music Room (001), 6:00pm

**1. Call to order**

The meeting was called to order at 6:27pm.

**2. Roll Call**

Present	Board Members	Guests
x	Ross Meisner - President	
x	Mike Hebert - Vice President	
x	Doug Hiatt - Treasurer	
	Sunil Unnikrishnan - Secretary	
x	Dale Lieb	
x	Tom Trempe	
x	Erin Nelson	
x	Debra Lach - Ex-Officio Member	

**3. Reading of Mission Statement**

**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.*

**5. Adoption of Agenda and Addendums**

**1 minute**

*Motion to adopt by Hebert, second by Lieb. Passed unanimously.*

**6. Consent Agenda**

**5 minutes**

Meeting Minutes

- 6.1 - Board Meetings: 8/18/14 and 8/25/14 offsite
- 6.2 - Finance Committee: cancelled
- 6.3 - Policy Committee: 9/8/14
- 6.4 - Curriculum/Technology Committee: cancelled
- 6.5 - HR/Compensation Committee: 9/10/14
- 6.6 - School Development Committee: 9/8/14

Donations

6.7 ---

Documents

- 6.8 - Monthly Financials...
- 6.9 – Policies for approval  
- none

*Motion to adopt by Hiatt, second by Hebert. Passed unanimously.*

**7. Discussion – Administration Updates – Debra Lach** **10 minutes**  
General discussion on current events.

**8. Old Business**

8.1 – Treasurer’s Update Hiatt 5 minutes  
General discussion on our school’s fiscal status. We are tracking well with our original projections.

8.2 – Enrollment targets for FY15 Meisner/Lach 30 minutes  
The intent with “not to exceed two students/week/grade” was to allow the school to add at a comfortable and successful rate. However, two students/week/grade feels not discretionary enough and is a challenge.

Dale - The original wording was meant to give the school discretion and flexibility for implementation.

Ross - Philosophical disconnect between having minimum limits and having discretion. It sounds like we need a change. It might warrant changing the enrollment targets. What is the downside of putting 8<sup>th</sup> grade back to thirty and thereby not being in violation of the policy until administration has time to evaluate the needed resources? Where would we set the minimum to?

Doug - Original wording was to set a standard for how many students to add and how frequently. Since the last meeting, how many have we added or called? If our stated minimums allow for additions into 8<sup>th</sup> grade, someone applies, and we never call them, will they call MDE? What are some possible legal ramifications? If this impacts the budget, we need to figure all of this out now.

Debra - Not sure about specific numbers or students, but there has been movement in the middle school. When that started, Debra contacted Ross with concern about keeping up with the original pacing requirements. Does not feel this current model protects the school enough. We may want to consider adding lower grades first. This issue will constantly come up to the board. It is normal for schools to revisit this topic during each year.

Tom - Why not assess which grades/groupings are best equipped to take on laterals and fill there first?

Erin - The biggest strain is placed on the specialized staff members (RTI, gifted and talented, special ed)

*Motion by Meisner to change enrollment targets to:*

- *Thru end of Tri. 1 - (Kindergarten - 17 / 1<sup>st</sup> through 5<sup>th</sup> - 24 / 6<sup>th</sup> - 23 / 7<sup>th</sup> - 20 / 8<sup>th</sup> - 15)*
- *After Tri. 1 - (Kindergarten - 17 / 1<sup>st</sup> and 2<sup>nd</sup> - 24 / 3<sup>rd</sup> through 6<sup>th</sup> - 20 / 7<sup>th</sup> and 8<sup>th</sup> - 15)*
- *Administration must fill openings to reach the above minimums, at a rate not to exceed 3 students/week (and max 1 student/week/grade)*
- *Administration may add up to 25% over the minimum threshold based on the capacity and resources of the program, class, grade level, or building.*
- *Grade accelerated or retained students may cause class maximums to be exceeded.*

*Seconded by Lieb.*

*Passed unanimously.*

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

9.1 – Annual report Lach/All 15 minutes

Debra needs to board to approve our annual report. Doug presented some edits for spelling and wording. Hebert asked the statement about a trip to Northwestern College to be taken out due to it referencing the 2012-13 school year.

*Motion by Lieb to approve the annual report as amended.*

*Seconded by Trempe.*

*Passed unanimously.*

9.2 – 1:1 technology option for middle school. Hiatt 10 minutes

We are currently moving towards a model where every middle school student would have their own chrome book to take home with them. This would require a fee upfront to pay for insurance per computer.

9.3 – Breakfast survey and requirements Lach 10 minutes

In our family survey we had 30 families representing 44 children stating they would be interested in a breakfast option. Debra's recommendation is that we offer another survey with the final price and a sample menu to see what response rate we get. If we still get 25 saying they would like it, then we test it out for a month to see how many families actually participate. This meets the current requirements.

9.4 – Policy discussion Hebert 10 minutes

Hebert - Proposal to decrease the turn-around time on policies from three total meetings to one. We can keep the current policy for new adoptions, but change it for revisions or reviews.

Hiatt - City councils and MSBA have a first reading, second reading, and adoption meeting.

Lieb - Agreement that one meeting would be sufficient.

9.5 – Operations calendar Hebert 15 minutes

Proposal to have the VP take point on the board operations calendar and to add a 10 minute discussion per meeting. General agreement.

9.6 – Preparation for board election Meisner 5 minutes

Basic planning discussion.

9.7 – High school planning and grant application Meisner/Lach 30 minutes

Meisner - Reiteration about the amount of effort and time each board member is taking on if we go ahead with a high school creation. We are not there right now as a board. Because of that, he is not sure how we should proceed with the grant application.

Lach - It is due by the end of October. Has been very clear that the current administration does not have the capacity to finish the CSP grant. Asked CLA if they would be able to help write the grant, but they can't. They can give us references. The board should consider dividing up the CSP sections so more people can handle less responsibilities.

Hebert - What does it realistically look like for us to successfully meet the basic SCP requirements?

We will be scheduling a special board meeting on Thursday, October 2<sup>nd</sup> to immediately follow the family meeting.

## **10. Adjourn Meeting**

*Motion by Hiatt to adjourn the meeting.*

*Seconded by Trempe.*

*Passed unanimously.*

The meeting was adjourned at 9:29pm

Minutes prepared by Mike Hebert