



## School Board Meeting Minutes Monday, October 17, 2011 – 6:00pm

**Mission:** 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.

**Vision:** DaVinci Academy of Arts and Science will be known and respected for providing a dynamic educational experience in which students become lifelong learners with a sense of responsibility to society.

**Pillars:** Arts and Science Focus, Enriched Learning Experience, Differentiated Instruction, Character Development

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1. **Call to order:** 6:05 pm
2. **Roll Call:** Terri Sheehan, chair; David Cauley, vice-chair; Doug Hiatt, treasurer and acting secretary; Doug Dinndorf, Dale Lieb, Ravi Raghavaudi, Cory Klabunde, ex-officio; Terry Moffatt, ex-officio.  
  
**Guests:** Alissa Savering, Lee Swearingen, Dina Lantzer, Kris Kratz, Holly Fischer
3. **Community Comment:** *No guests request to offer any community comment*
4. **Adoption of Agenda and Addendums:** Lieb moved, Raghavaudi seconded, that we adopt the agenda. Passed unanimously.
5. **5.1 School and Board of Directors Operations Calendar -** Klabunde reported on items for administration and board for the next month.  
**5.2 Finance Report –** Hiatt reported on the monthly financials and submitted the October board summary, check register and bank reconciliation for review and approval. Hiatt stated that it will be difficult to maintain the 35% fund balance this year, so any unplanned expenses or loss of revenues will have to be offset by other changes to the budget. He then explained the food service adjustment for the prior year and reminded how Fund 02 accounting operates.  
**5.3 Facilities/Technology Committee –** Cauley reported that the committee was close to having the an updated technology plan for Board approval and should by next month.  
**5.4 Policy & Procedures Committee –** Sheehan reported that the committee was still finishing the remaining policies which from the all policy review begun last year.  
**5.5 Communication Committee –** Dinndorf reported on the status of the time and talent survey and some updates to the website.  
**5.6 Compensation Committee –** Lieb reported that research is continuing on other charter schools for compensation and benefits, that the teacher and administration bonus programs for 2011-12 should be ready for Board approval by next month, and that the committee should also be prepared to recommend offering long-term/short-term disability to staff.

### 6. Action – Minutes

#### **Board Meetings, Committee Reports and Committee Meeting Minutes**

- 6.1 Board Meeting – 09.19.11
- 6.2 Finance Committee – 10.12.11
- 6.3 Policies & Procedures Committee – 10.03.11
- 6.4 Communication Committee – 10.04.11
- 6.5 Facilities/Technology Committee – 10.03.11
- 6.6 Compensation Committee – 10.12.11

Dinndorf moved and Raghavaudi seconded to approve the minutes with revisions stated at the meeting. Motion passed unanimously.

**7. Discussion – Cory Klabunde, School Director Report** – Klabunde reviewed the items in his written report. Dinndorf asked who would maintain the item discussed regarding the Eagle Project. Klabunde indicated it would be the school.

**8. Discussion – Terry Moffatt, Academic Director Report** – Moffatt reviewed the items in her written report. Moffatt then presented some follow up information regarding the Youth Frontiers Courage Retreat.

**9. Old Business**

<b>9.1</b>	None
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**10. New Business – Discussion/Action items**

	<b>Subject</b>	<b>Presenter</b>	<b>Action</b>
<b>10.1</b>	Audit Report (MMKR presenter)	Kris Kratz (MMKR)	Kratz presented the management report and financial statements for the 2010-11 school year. She reported that DaVinci received a clean audit report. Dinndorf asked how we compared to others. Kratz indicated very well. Lieb moved and Dinndorf seconded to accept the audit report. Passed unanimously.
<b>10.2</b>	PTO	Dina Lantzer	Lantzer reported that the PTO has a full board now discussed the various activities the PTO had participated in so far this school year. Dinndorf asked if the PTO was ready to do the follow up calling regarding the time and talent survey. Lantzer indicated they were.
<b>10.3</b>	Teacher Board Member position	David Cauley	Cauley discussed the nomination of Alissa Savering for the Board. Savering discussed her interest and qualifications. Cauley moved and Raghavaudi seconded to appoint Savering to the Board. Savering took a seat with the Board.
<b>10.4</b>	Possible Expansion of the Board	David Cauley	Cauley discussed why he reintroduced the concept of expanding the Board to 9 members. Discussion on the pros and cons of expanding the Board and also of the options for the membership types if the Board was expanded. Hiatt explained changes that would be needed to Board terms in

			<p>order to ensure each election cycle had 3 members to be elected and also to try to not have all the teacher positions grouped in one election. Dinndorf explained the need to require at least one additional member position be designated a community member Board position. Hiatt moved and Lieb seconded to expand the Board to 9 members with one term to initially be for 4 years and the other initial term to be 2 years after which both terms would be for 3 years like all other Board terms. Passed unanimously. Cauley moved and Dinndorf seconded to change the teacher member position for Director A to a 2 year term for the term beginning February 2012 after which it would be a 3 year term like all other Board terms. Passed unanimously. Hiatt moved and Dinndorf seconded to make member position currently held by Lieb to be a community member position. Passed unanimously.</p>
<b>10.5</b>	FOE financial statement June 30, 2011	Cory Klabunde	Klabunde presented the FOE financial statement.
<b>10.6</b>	<p>Letters of Assignment</p> <ul style="list-style-type: none"> <li>• Lee Swearingen, part time administrative assistant/volunteer coordinator position</li> <li>• Denise Young as administrative assistant substitute</li> </ul>	Cory Klabunde	Cauley moved and Lieb seconded to approve the letters of assignment for Swearingen and Young. Passed unanimously.
<b>10.7</b>	Before and after school child care	Cory Klabunde	Klabunde presented information on the possibility of offering before and after school care. Klabunde asked if the Board would approve moving forward with the offering. General discussion followed. The Board indicated the information presented was too preliminary and not sufficient to make a decision to begin offering before and after school care. Klabunde indicated he would gather more information and have a pro forma financial information developed before presenting this again.

10.8	Staff Life and AD&D renewal	Dale Lieb/ Cory Klabunde	Lieb discussed the renewal offering for staff life and accidental death and disability insurance. Lieb moved and Hiatt seconded to approve the renewal contract with Assurant. Passed unanimously.
10.9	2010/11 School Administrators bonus payout	Dale Lieb	Lieb discussed the test results for DaVinci distributed by Moffatt for the meeting. Hiatt discussed the bonus plan being based solely on the MCA and NWEA test results for Math and Reading and the MCA test results for Science, and two options for reviewing the results.
10.10	2010/11 Teacher bonus payout	Terry Moffatt	Moffatt reviewed the two options for reviewing the test component for the teacher bonus plan and presented proposed payouts for teacher bonuses based on the material made available for the meeting. Raghavaudi moved and Lieb seconded to pay Moffatt and Klabunde \$2,000 each for the 2010-11 bonus and payout the teacher bonuses as recommended on the schedule Moffatt presented at the meeting. Passed unanimously.
10.11	Paying for homework club	Doug Hiatt	Hiatt discussed the request that had been made to pay teachers for homework club and also Saturday school. Dinndorf moved and Lieb seconded to pay teachers for homework club and Saturday school at the rate of \$15 an hour. Cauley voted no. All others voted yes.
10.12	Approving the investment of our current cash reserves	Doug Hiatt	Hiatt explained the temporary cash balance due to the holdback being mostly paid back and the aid payments for 2011-12 being paid in 16 payments through February 2012 and asked the Board to provide authority for the School Director, the Board Chair and the Board Treasurer to open money market accounts or CD's at insured financial institutions to invest the money. Lieb moved and Dinndorf seconded to provide the School Director, Board Chair and Board Treasurer

			authority to open money market accounts or CD's at any insured financial institution on behalf of DaVinci Academy. Passed unanimously.
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**11. Adjourn the meeting** - Lieb moved and Cauley seconded to adjourn the meeting at 9:30 pm.