



School Board Meeting MINUTES for Monday, October 27, 2014 Music Room (001), 6:02pm

1. Call to order

2. Roll Call

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

Guests
Cindy Rubin
Tammy FoE
Tanja Hyatt
Tracey Fiereck
Jason Eichten

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.

None

5. Adoption of Agenda and Addendums 1 minute

Addition – Anti bullying policy

*Move to adopt Agenda by Mike Hebert
Seconded by Dale Lieb
Approved by All*

6. Consent Agenda 5 minutes

Meeting Minutes

- 6.1 - Board Meetings: 9/22/14 and 10/2/14 special meeting
- 6.2 - Finance Committee: 10/20/14
- 6.3 - Policy Committee: 10/20/14
- 6.4 - Curriculum/Technology Committee: cancelled
- 6.5 - HR/Compensation Committee: cancelled
- 6.6 - School Development Committee: 10/6/14

Donations

- 6.7 \$50.00 Reynolds corporate match for golf tournament

Documents

6.8 - Monthly Financials - September 2014

6.9 – Policies for approval

Anti Bullying Policy – Mike Herbert – Template from MDE works well, so was kept ‘as is’.

Motion to adopt Consent Agenda by Doug Hiatt

Seconded by: Mike Hebert

Approved by: All

7. Discussion – Administration Updates – Debra Lach 10 minutes

Debra – In case of Emergency System – School Messenger Application to be launched and go to production before the 1st snow.

Senator Rep. Sanders office contacted – for visit to the school

8th Grade “Explorer” assessment this week and will compare to national scores. This is part of new assessment laws. Invited all 8th grade parents on Nov 10 to discuss High School options (as has been done each year). Parents invited to meet Moffatt and discuss specific student options.

Enrollment numbers – We are at 412, but budgeted for 407.

Surveyed families about breakfast, very low interest (4 families willing to pay), issue closed for the year. Ross – Please put this news in the newsletter.

New Teacher – We have a new vocal music teacher – Laura Kasamchak(Kozamchak), starting today.

8. Old Business

8.1 – Treasurer’s Update Hiatt 5 minutes

Monthly school finance update.

Doug - Budget on track. Some bills have not come in yet (e.g. food services). Need to check on Fund 2 deficit of \$11,000. Have a small Fund 2 deficit each year, we might need to consider raising food prices.

Ross – How is the lunch vendor doing?

Debra – Not great, but OK. We might start looking into other vendors.

9. New Business – Discussion/Action items

9.1 – Board Training Tracey Fiereck 30 minutes

Training on school finances and related data practices.

Tracey presented slides on Charter School Finance; Common terms and Acronyms, Information specific to DaVinci Academy – General Fund and Other Funds and some additional useful information and resources related to MDE, MSBA, MACS.

9.2 – Audit Lach/auditor 15 minutes

Review audit results with auditor.

James Eichten from MMKR (CPA’s) provided management report with our audit of DaVinci financial statements for year ending June 30, 2014. Clean audit, one small finding on a late payment.

9.3 – Board Election Meisner 20 minutes

Review timing and plan for February board election.

Ross – Seats held by Hiatt, Dale and Hebert will be up for election. Reviewed election timeline. Discussed annual meeting vs. regular February board meeting.

Doug – Annual meeting can be same day as monthly board meeting (February 16th).

Ross – Recommend keeping both meetings on the same day. Ross to update election plan for November board approval.

Mike – 5 interested individuals we got during board special meeting should be reached. We can invite them to get to know their interest.

Ross – also still working to find a community board member through MAP organization.

9.4 – High school planning Meisner 30 minutes
General discussion, planning and next steps.

Ross – Provided summary - Started on federal CSP grant application, initiated contact, now out of time. Won't submit now, can try again during spring cycle. Will need to qualify for the grant again, presumably we will give our high scores, good finances, and Reward School status. To get high school going, we need more board and community commitment, and could hire full-time administrator as well. Family survey, offsite meetings, other work has been done, but still lots yet to do.

Doug – Identifying site can be done now.

Debra – Site expansion for current program is a requirement now. E.g. space to accommodate gifted talented programs, SPED. Facilities committee to be setup and interested parents to be involved.

Dale – If there is pool of people interested, we need to create a facility committee. Committee will work better if board members are involved (as required).

Doug – Look for minimum 40 acres, plenty of open space for future expansion

Debra – Work with an agent for 3-4 months to look for space, it can be part of facilities committee.

Dale – Socialize the idea with parents

Debra – Early planning is key. Talk to the community/board members who have done it to mitigate risk.

Doug – Read Hiawatha application on how they did it.

Debra – Lot of work to be done and dedication from board is required. We should know in November, if we qualify for spring CSP grant application. We can quantify what is needed at a minimum during November board meeting, for both existing program and possible expanded program.

Mike – Has been talking to an interested member who wants to be in the board.

Dale – Put a document of things needed from new members, let them know what they are getting into.

Ross – Need an experienced board member on all committees.

Doug – Should be done before the next board meeting. Need to formally announce an adhoc committee meeting?

Debra – Need a facilities/planning committee. It takes time and it should not be related to expansion/replication, high school, etc... It a 9-12 months effort, so we should start now. The committee can also provide inputs to school expansion plan decision.

Ross – Differentiate and describe two committees before next meeting. Planning committee – continue application process, call others, gather information, recommendations, may need more town halls, etc...

Dale – Get additional board members. Also need communication plan to describe committees, their goals, need for people who are detail-oriented. Need an effective working body.

Doug – Put a communication before next board meeting for planning.

Sunil – Put a communication before next board meeting for facilities committee. Ross/Doug to send prior communication docs for format.

Ross- Both committees (facilities, school expansion) need committed board member(s). Since no one is currently offering to lead them, no point in voting to initiate those committees at this time.

10. Adjourn Meeting

Estimated end time:

8:30 pm

Doug Hiatt move to adjourn the meeting

Seconded by: Dale Lieb

Approved by: All