



## School Board Meeting Minutes for Monday, February 17, 2014 Music Room (001), 6:00pm

**1. Call to order: 6:20 pm**

**2. Roll Call:**

Present	Board Members
X	Doug Hiatt - President
	TBD - Vice President
X	Ross Meisner - Treasurer
X	Mike Hebert - Secretary
	Dale Lieb
X	Anand Singh
X	Michele Hipple
X	Debra Lach, Ex-Officio Member

Guests
Brett Saburn
Laurie Saburn
Tana Hyatt
Terry Moffatt
Sunil Unnikrishnan
Tom Trempe
Holly Fischer

**3. Reading of Mission Statement**

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**

Brett Saburn acknowledged Doug Hiatt’s extraordinary work on the board.

**5. Adoption of Agenda and Addendums**

*Ross Meisner moved to approve the Agenda from February 3, 2014.*

*Seconded by: Mike Hebert*

*Approved by: All*

**6. Consent Agenda:**

Meeting Minutes

6.1 - Board Meeting – 2.3.14, 2.10.14

6.2 - Finance Committee – Cancelled

6.3 - Policy Committee – 2.12.14

6.4 - Curriculum/Technology Committee –

6.5 - HR/Compensation Committee – 2.3.14

6.6 - School Development Committee – 2.4.14

## Donations

6.7

## Documents

6.8 - Monthly Financials – January 2014

*Ross Meisner moved to approve the Consent Agenda from February 3, 2014.*

*Seconded by: Anand Singh*

*Approved by: All*

## **7. Discussion – Administration Updates – Debra Lach**

Finished our second math MCA practice exam. To date, 167 out of 251 students have already shown proficiency in math. Students are missing exam questions that have not been covered yet in the curriculum. We decided to have a half day intercession based on low teacher and student turn-out. We will have to explore different options for our optional intercession. Consider having teachers sign up at the start of the year for all extra-curricular activities and intercessions. Mr. Melander was able to secure a grant to bring in an outside art group for intercession (Suminar). Debra recommends that the board hold a meeting to meet the “World’s Best Workforce” requirements in May so that we are well prepared. Looking at revising our communications processes to address future emergency / just-in-time communication. We are taking bids on that. Looking to change our newsletter to use Constant Contact to improve timeliness and interactivity. Specialists have their own PLC based on staff feedback. Mark Slechta has been hired as the PLC leader.

## **8. Old Business - None**

### 8.1 - Update Regarding Parent Questions from February 3, 2014 Board Meeting

Based on our review, we will:

- 1 - Although there is no requirement or regulation, we will write up every incident for which a student comes to the first aid station.
- 2 - We are publishing a list of staff members with first aid and other trainings and will include it in emergency manuals.
- 3 - We will lock chemicals and other equipment at all times unless they are in active use in a classroom under teacher supervision.

### 8.2 - Update Regarding Expansion Application and Potential Grant Funding

Nothing has come out. We were told we would have an opportunity to apply for grant funding in the spring and fall. We do not have information about those opportunities.

### 8.3 - Update Regarding Charter Renewal Application

Friends of education has indicated they will renew our contract. Details in negotiation.

8.4 - Enrollment Policy

Administration has taken the enrollment policy the board adopted earlier in the school year and has made modifications for the upper grades.

*Ross Meisner moved to adopt the modified enrollment policy with documentation.*

*Seconded by: Anand Singh*

*Approved by: All*

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

9.1 - Committee Agendas and Minutes

Mike raised the point that we should consider standardizing our board and committee minutes. Doug commented that we had a previous template but it did not last very long. Ross commented that the pictures and titles need not be in the minutes. Mike will design a new template.

9.2 - New Board Members Seated

Tom Trempe assumed the parent member term. Sunil Unnikrishnan assumed the parent member term. Michele Hipple assumed the teacher member term.

*Ross Meisner moved to include in the minutes the board’s gratitude to Doug Hiatt’s service.*

*Seconded by: Michele Hipple*

*Approved by: All*

9.3 - Open Board Positions for Appointment

*Mike Hebert moved to appoint Doug Hiatt to the open at-large term*

*Seconded by: Michele Hipple*

*Approved by: All*

Our board structure allows for a maximum of 9 members / minimum of 5 members. Quorums are 50% of the board. We have the power to appoint members when positions are vacant. We are researching whether or not a grandparent could be a community member. There is a parent who had to remove their application. We should consider approaching them when the time is better. We will look into organizations that search for board members with specific skills. Mike and Tom will ask their contacts.

9.4 - Board Officers Approved

General discussion on individual interests that resulted in:

President Ross Meisner	Vice-President Mike Hebert	Treasurer Doug Hiatt	Secretary Michele Hipple
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*Ross Meisner moved to appoint the positions as listed*

*Seconded by: Michele Hipple*

*Approved by: All*

9.5 - Board Committee Membership

General discussion on individual interests that resulted in:

Curriculum / Technology Chair - Sunil Unnikrishnan Vice-Chair - Michele Hipple	Finance Chair - Doug Hiatt Vice-Chair - Tom Trempe	Policy Chair - Mike Hebert Vice-Chair - Michele Hipple
HR / Compensation Chair - Dale Lieb Vice-Chair - Doug Hiatt	School Development Chair - Dale Lieb Vice-Chair - Sunil Unnikrishnan	

*Doug Hiatt moved to appoint the positions as listed*

*Seconded by: Michele Hipple*

*Approved by: All*

9.6 - Board Employment Training

Doug Hiatt provided a training session for the attending board members.

**10. Adjourn Meeting**

Meeting was adjourned at 8:34 p.m.

*Doug Hiatt motioned to adjourn*

*Seconded by: Michele Hipple*

*Approved by: All*

**Prepared by Mike Hebert**