



School Board Meeting MINUTES for Monday, April 28, 2014 Music Room (001)

1. Call to order: 6:05 pm

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
x	Tom Trempe
x	Debra Lach, Ex-Officio Member

Guests
Jacob Scheck
Mary Walker
Tamy – Friends of Education

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 1 minute

None

5. Adoption of Agenda and Addendums
Dale Lieb moved to approve the Agenda
Seconded by: Ross Meisner
Approved by: All

6. Consent Agenda

Meeting Minutes

- 6.1 - Board Meeting: 3/17/14
- 6.2 - Finance Committee: 4/14/14
- 6.3 - Policy Committee: 4/9/14
- 6.4 - Curriculum/Technology Committee: cancelled
- 6.5 - HR/Compensation Committee: cancelled
- 6.6 - School Development Committee: 4/10/14

Donations

6.7

Documents

6.8 - Monthly Financials – April 2014

6.9 – Policies for approval

- 103 - No changes – Complaints: Students, Employees, Parents, Other Persons
- 213 - Changes made - School Board Committees
- 515 - New policy - Protection and Privacy of Pupil Records
- 532 - New Policy - Use of Peace Officers and Crises Teams to Remove Students with IEPs from

School Grounds
536 - New policy - Early Admission into Kindergarten (and related forms)
505 - New policy - Service Animals
506 - Changes made – Discipline Policy & Notice of Suspension

*Ross Meisner moved to approve the Agenda
Seconded by: Tom Trempe
Approved by: All*

7. Discussion – Administration Updates – Debra Lach 15 minutes

Board members got a list of 2014 Spring Concert Series. All board members are encouraged to attend if possible. This week Davinci is doing math assessmebt for Grades 5-8. Debra is out first week of May and going to attend gifted and talented conference. Spring Musical performance is scheduled for May.

8th Art fair is scheduled for May 1st. Working on world best work force plan. HR evaluation for administrative staff and will be completed by end of June. Started interviewing for couple of teacher openings. Proposed budget presented to the board is up for discussion and not to be approved during the board meeting. Reported water leakage in few places in the facility and calling repair men to fix it.

8. Old Business

8.1 – Treasurer’s Update Hiatt 5 minutes
Reviewed by Doug. Verbal update on top of written update. On-track on expenditure. Item in the packet – Reconciliation against bank balance, consent agenda for approval. Large fund balance – can be leveraged for expansion. Planning for cash flow and we might be close to break-even.

8.2 – Friends of Education charter contract renewal Lach 1 minutes
No change in status, still waiting for final decision. We need to sign before June board meeting at the earliest.

9. New Business – Discussion/Action items

9.1 – Board membership Meisner 5 minutes
Discuss status, interest of new community member, MAP process. Several empty seats on the board. Spread the word. Find another teacher member and community member. A community member is interested and he was part of Davinci before.

9.2 – Policy 417 Chemical Use and Abuse Hebert 10 minutes
This might be a task for curriculum committee. This should be expanded beyond Policy committee,

9.3 – Restrictive procedures for review Hebert 10 minutes
Awareness that important documented procedures are in place. Request for the policy committee to turn these documents into a school policy.

9.4 – Golf Fundraiser Walker 5 minutes
Update on June golf fundraiser event, required support. Raffle prices, golf membership communities, silent auction items, time share auction items, dinner gala were mentioned by Walker. More board involvement and presence at the event has been requested. Having a committee for fundraiser will help to keep the momentum. Need to look for corporate sponsors. Walker to send reference material to Ross Meisner.

9.5 – FoE Board Networking & Best Practices, May 8th Meisner 5 minutes
Opportunity to meet, share ideas, and contribution to best practices. Event coming up from Friends of education. Tamy is working on contracts. Everyone was encouraged to participate and guide the

discussion and rsvp is expected by 4/28. Dale Lieb and Mike Herbert to provide an update at the event are willing to go.

9.6 – FY2014-2015 budget process Hiatt/Meisner 5 minutes

Preparation, expectations for budgeting process. Doug explained the budget process. Historically budget approved before July. We are not cutting anything but not spending quite as we want to do. True up's are done. Budget has to balance every year. Identify contracts up for renewal and identify potential increases and budget for any increase. Administration will reach out to staff and check if any items are in the wish list and must have and report to committee and true up. Time to time larger expenditure to the worked into the budget. This has to be completed by May. Finance committee to discuss the details and request thoughts to Doug in advance on Monday 12th.

Budget request form to staff goes to finance committee and incorporated into the budget.

9.7 – Expansion/replication grant opportunity Lach/Meisner 10 minutes

Potential funding for expansion, requirements for grant application. 2014 Federal CSP grant opportunity. Next agenda should include strategic plan. Market research should be done and can be complimentary. Full school, ongoing dialogue on high school/site expansion, opportunity for funding needs to be looked into. Board has to come up with a plan and strategic planning and also not dependent on funding.

Ross proposed to schedule a strategic planning retreat to discuss expansion/replication grant opportunity. Debra provided a copy of strategic planning to start with.

9.8 – Board Strategic Planning Retreat Meisner 15 minutes

Review plan, discuss needs, timing, and content for an in-depth planning retreat. Board preferred couple of Monday evening planning meetings. 4 hours minimum needed and may be more depending on the agenda. June 2nd 6pm and June 23rd 6 pm are options when everyone is available. Majestic Oaks or any Blaine based restaurant can host the meeting.

10. Adjourn Meeting

Ross Meisner moved to adjourn the meeting.

Seconded by: Doug Hiatt

Approved by: All

Meeting adjourned 7:30 pm.

**Prepared by Sunil Unnikrishnan
Parent member.**