



**School Board Meeting
Minutes for Monday, May 20, 2013
School Room 305, 6:00pm**

1. Call to order: 6:05 pm

2. Roll Call:

Present	<u>Board Members</u>	<u>Guests</u>
X	Doug Hiatt - President	Terry Moffatt, Stephanie Bacigalupo, Gregg Eldrid, Brett Saburn, Laurie Saburn, Alissa Savering, Chad Holm, Melissa Kaiser, Cristina Mitchell, Erin Nelson, L Zibleman, Aaron Melander, Megan LeSage
X	David Cauley - Vice President	
X	Ross Meisner - Treasurer	
X	Kevin Furst - Secretary	
X	Dale Lieb	
X	Mike Hebert	
X	Kathleen Mortensen	
X	Karen Greisinger	
X	Anand Singh	
X	Debra Lach, Ex-Officio Member	

3. Minute Taker: Kevin Furst

4. Time Keeper: Mike Hebert

5. 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.

6. Community Comment

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

7. Adoption of Agenda and Addendums

7.1 Finance committee minutes were offered to be added to the consent agenda.

A motion was made by Ms. Mortensen to add the finance committee minutes to the agenda; motion seconded by Mr. Lieb.

Motion carried 9-0.

8. Consent Agenda:

Meeting Minutes

- 8.1 Board Meeting – 04.22.13, 04.29.13
- 8.2 Finance Committee – 05.13.13
- 8.3 Policies & Procedures Committee – 05.13.13
- 8.4 Communications Committee – 05.7.13
- 8.5 Facilities Committee – 05.13.13
- 8.6 Technology Committee – 05.13.13
- 8.7 Compensation Committee – 05.13.13
- 8.8 School Development Committee – 05.13.13

Donations

- 8.9 Kadar Ibrahim \$100.00

A Motion was made by Mr. Meisner to adopt the revised agenda, seconded by Mr. Singh.

Motion Carried 9-0

Documents

9. Discussion – Administration Updates – Debra Lach

A. Ms. Lach updated the board on the opportunity for the school to join the Minnesota Association of Charter Schools (MACS). Discussion was had amongst the board weighing cost-benefit for membership. Most MACS benefits can be accessed without membership and membership would incur an additional expense not currently budgeted. Board members voiced support for Ms. Lach’s recommendation to not join MACS.

B. Ms. Lach reminded the board that the application for expansion was completed and sent to the Minnesota Department of Education (MDE) some time ago. We still have not heard back from MDE and thus are moving forward budgeting and planning for one site for next year. Ms. Lach presented documents for signatures regarding the lease aid application for next year.

C. Vendor update: Ms. Lach has been in contact with our major vendors. Currently, transportation costs are not expected to increase. Food service expects a very minimal increase, which is not anticipated to affect the budget. Ms. Lach is collecting bids on snow removal/landscaping and subbing. Other vendor contracts are complete.

In an effort to repurpose current space to gain more instructional space, Ms. Lach is taking bids for the remodel of part of the office space into a student space plus a couple of additional small projects.

D. MCAs are complete. The school did not have the technical problems many other schools had. The administrative team is building the master schedule for next year.

10. Old Business - None

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11. New Business – Discussion/Action items

	Subject
11.1	<p>Revised Budget for SY2013 - Discussion/Action</p> <p>Mr. Meisner presented the current year’s revised budget. There are no major changes and the school is still projecting a positive balance for the end of the year. One item of discussion amongst members was the holdback goal from the authorizer. Clarification is needed from Friends regarding this item.</p>

	<p>A motion was made by Ms. Mortensen to adopt the revised SY2013 budget and was seconded by Mr. Hebert.</p> <p>Motion Carried 9-0</p>
<p>11.2</p>	<p>Budget for SY2014 - Discussion/Action</p> <p>Mr. Meisner presented the proposed budget for SY2014. The budget shows a projected positive balance and does not include funding changes approved by the legislature but not yet signed into law. Thus, there will likely be a small bump in funding though other expenses or reallocations are yet to be seen.</p> <p>The SY2014 budget includes the addition of a 1.0 FTE Gifted and Talented teacher and dollars for the proposed renovation/conversion of the office space.</p> <p>Ms. Mortensen stated she was uncomfortable with the small projected balance and felt options should be investigated that would result in a larger cushion. Additionally, she felt the staffing allocation for administrative staff should be reexamined.</p> <p>Ms. Greisinger asked for clarification on in-progress budget tracking. Mr Meisner and Ms. Lach explained the process and tools.</p> <p>Mr. Meisner clarified the impacts on funds 1-4.</p> <p>Mr. Lieb asked about impacts of enrollment changes. Ms. Lach requested that the board look at the enrollment policy using an evaluation tool in order to gauge the success of the policy. Mr. Meisner suggested looking at the policy once state academic achievement data is available. Mr. Singh expressed concerns about space in current location in regards to changes regarding enrollment.</p> <p>Mr. Meisner pointed out the need/absence of grants. Mr. Hiatt explained the CSP grant and its relation to a site expansion.</p> <p>Ms. Mortensen questioned the proposed remodel and suggested holding off on the remodel until final funding expectations are released from state. Mr. Singh asked for clarification on outcomes of the proposed remodel. Ms Lach explained the spaces that would be impacted.</p> <p>A motion was made by Mr. Lieb to approve the SY2014 budget as presented. Mr. Hebert seconded the motion.</p> <p>Mr. Meisner provided clarification that approval allows administration to seek bids but does not authorize accepting the bids. Ms. Lach requested to have board approval for the project earlier than the June regular meeting; Mr. Hiatt responded that a special meeting could be called.</p> <p>Motion carried 9-0</p>
<p>11.3</p>	<p>School Director Finalists (Debra Lach/Patrick Exner) – Discussion</p> <p>Ms. Lach excused herself from the meeting</p> <p>Board members discussed the candidates’ qualifications, experience, and interviews. Audience members provided opinions/insights and voiced support. Discussion was had on the needs of the school going forward and what expertise could be provided. Board members expressed their preferences.</p>

<p style="text-align: center;">11.4</p>	<p><i>Closed Meeting - Discussion of information related to the performance of a person subject to the Board's authority, Debra Lach. After concluding the closed meeting, the Board will open the meeting again. Under Minn. Stat. 13D.05 subd. 3, Debra Lach may allow the meeting to remain open and will be provided an opportunity to indicate her desire for an open or closed meeting.</i></p> <p>It was determined there was no need to close the meeting; thus the meeting remained open.</p>
<p style="text-align: center;">11.5</p>	<p>School Director Finalists – Decision</p> <p>A motion was made by Mr. Meisner to offer the position of School Director to Ms. Debra Lach; Mr. Hebert seconded the motion.</p> <p>Motion carried: 5 – 3</p> <p>Roll Call- <i>Mr. Meisner, Aye; Mr. Hebert, Aye; Ms. Greisinger, Aye; Mr. Singh, Aye; Mr. Lieb, Aye</i> <i>Mr. Furst, No; Ms. Mortensen, No; Mr. Cauley, No</i> <i>Mr. Hiatt, Abstained</i></p>

12. Adjourn the meeting: 8:43 pm

A motion was made by Mr. Lieb to adjourn the meeting and seconded by Mr. Meisner.

Motion carried 9-0

Kevin Furst
Board Secretary