



School Board Meeting Minutes Monday, August 20, 2012 – 6:00pm

1. **Call to Order:** 6:08

2. **Roll Call:**

Present	Members	Present	Ex-Officio Members	Guests
x	Terri Sheehan - President	x	Terry Moffatt	
	Vacancy – Vice President			
x	Doug Hiatt - Treasurer			
x	Kamille Peterson - Secretary			
x	Doug Dinndorf			
x	Dale Lieb			
	Ravi Raghavapudi			
x	David Cauley			

3. **Minute Taker:** Kamille Peterson

4. **Time Keeper:** Terry Moffatt

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.

No community comments were offered.

7. **Adoption of Agenda and Addendums**

Motion: To accept the agenda

First: Cauley **Second:** Lieb **Passed Unanimously**

8. **Consent Agenda:**

Meeting Minutes

8.1 Board Meeting – 06.18.12, 07.10.12, 07.23.12

8.2 Finance Committee – 08.13.12

8.3 Policies & Procedures Committee –

8.4 Communication Committee – 08.14.12

- 8.5 Facilities Committee –
- 8.6 Technology Committee –~~08.06.12~~
- 8.7 Compensation Committee – 08.13.12
- 8.8 School Development Committee – 08.13.12

Donations

8.9 \$461.52 from Patricia Nelson on behalf of a student

Documents

~~8.10 Monthly Board Financial Report~~

Motion: To accept consent agenda with changes as discussed.

First: Sheehan **Second:** Peterson **Passes Unanimously**

9. Discussion – Administration Updates –

Holly Fisher, Greg Eldred, Caroline Carritt, Terry Moffatt **15 Minutes**

Eldred – Discussed behavioral report. Discussed the start of Character Traits development and monthly focus, student of the month assemblies and resumption of the Spark program.

Carritt – Discussed changes in staff this year and training taking place. New paraprofessionals met with existing paraprofessionals. Additional training for crisis prevention training took place as well. Spec Ed staff went to direct reading/instruction training.

Fischer – Staff development covered differentiated instruction, data driven instruction training, leverage leadership training, as well as other trainings. School Administrator group is moving to formal informational nights vs. individual tours for families interested in possible enrollment at the school. The first session will be held on September 20. The meeting schedule will be posted under the enrollment tab on the school website. Teacher websites will be loaded in the next few days. Our new Spanish program has not started yet because we are working through some technical issues. Chromebooks were delivered Friday and will be set up for the language carts. Observations have been completed on 11 teachers. The remaining observations on 13 teachers will be finished this week. The school has started on a positive note; a positive vibe in the building is being reported by parents, teachers, and students.

Moffatt – First week went well. Parents had positive comments on the environment. Students indicated that first days were “fun”. Welcome back picnic went well. Picture day on Friday went well. Retakes will take place in September. Several community groups are interested in using the facilities. Over 150 students are signed up for after-school activities. Enrollment - 413 students as of today. Released test scores were discussed.

10. Discussion – Operations Calendar

Sheehan reviewed the current operations calendar.

11. Old Business

	None
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12. New Business – Discussion/Action items

	Subject	Presenter	Time
12.1	<p>Board Membership</p> <p>Board recently decided to grow from 7-9, currently have openings for one teacher member and one “at large” member (parent, teacher, community member).</p> <p>Teacher position – term expires in February 2015 Candidate: Michael Hebert</p> <p>Mr. Hebert gave a short summary of his background and his interest in joining the board.</p>	Terri Sheehan	

	<p>Motion to appoint Michael Hebert to fill vacant teacher board position with term expiring Feb. 2015.</p> <p>First: Dinndorf Second: Lieb Passed Unanimously</p> <p>At Large position – term expires in February 2013 Candidates: Matt Wessling Pia Prevenost Levi Bouwman</p> <p>Ms. Prevenost was unable to attend the meeting. Messrs. Wessling and Bouwman provided background information and their reasons for wanting to join the board.</p> <p>Motion: To appoint Levi Bouwman to fill vacant “at large” position with the term expiring Feb. 2013.</p> <p>First: Lieb Second: Cauley Passed Unanimously</p>		
12.2	<p>Board Officers Ex-officio – previously School Director and Academic Director.</p> <p>Motion: To have the School Director be an ex-officio member of the board. Other administrators to give monthly updates until director is appointed.</p> <p>First: Sheehan Second: Dinndorf Passed Unanimously</p> <p>Committees - discussion to occur at the Sept. 15 board retreat.</p> <p>Officers – discussion to occur at the Sept. 15 board retreat.</p> <p>Motion: To appoint David Cauley the Board VP until further discussion on Sept. 15.</p> <p>First: Sheehan Second: Hebert Passed Unanimously</p>	Terri Sheehan	
12.3	<p>September 15 Strategic Planning meeting</p> <p>*Goal to come up with organizational structure*</p> <p>Agenda</p> <ul style="list-style-type: none"> - Discuss officers and committee membership - Review <i>Leveraging Leadership</i> book - Discuss future school organizational structure - Formulate School Director job description - Interim Director discussions and interim phase discussions - Presentation on organizational structure (former director of Math and Science Academy). <p>Hiatt to confirm name and availability of presenter</p>	Terri Sheehan	

	<p>to Sheehan.</p> <p>Location – Brunswick Bowl</p>		
12.4	<p>Interim School Director Progress Report</p> <p>Committee met to create job description and posted the job. Deadline for applications was today. Group will review and schedule interviews this week.</p> <p>Hiatt presented other options, for discussion, regarding the open School Director position:</p> <p>Option 1 - Current administrative group has indicated that they may be able to function without an Interim Director. Hiatt expressed concern for overload of work on those administrators.</p> <p>Option 2 - Hire a part-time Interim Director to support current administrators in their roles.</p> <p>Option 3 – Hire a full-time Interim Director.</p> <p>A discussion ensued regarding soliciting a full time vs. part time interim director, as well as the feasibility of looking for someone with extensive business experience in the interim position.</p>	Doug Hiatt	
12.5	<p>Enrollment policy</p> <p>Need to have next year’s policy posted on the website by next October. What, if any, changes should we make for next year?</p> <p>Budgeted for 427 students. Current enrollment is 413. If open slots are filled according to current policy we could get up to 417 students.</p> <p>Motion: To set 2nd and 4th grades at 24 students per class minimum.</p> <p>First: Sheehan Second: Hiatt</p> <p>Discussion: Impact to classroom, impact to teachers, impact to budget, impact to test scores. Tie vote - does not pass.</p> <p>Motion: To increase 2nd grade up to 24 per class by Sept. 15, then revert to existing policy.</p> <p>First: Peterson Second: Sheehan Passed (Nay: Cauley)</p> <p>Motion to increase 4th grade up to 24 per class by Sept. 15, then revert to existing policy.</p> <p>First: Lieb Second: Hiatt Passed (Nay: Bouwman, Hebert, Cauley)</p>	Doug Hiatt	

<p>12.6</p>	<p>Golf Tournament Fundraiser results</p> <p>\$15,000 raised, spent \$5,000 Total: \$10,252 raised.</p> <p>Golfers: 11 foursomes Dinner guests: 60 Primary sponsors: Merchant & Gould, Anchor Bank, Friends of Education, Kelly & Hannah Silent auction items: \$1,000 earned Prize packages and raffles: \$1,535 earned</p> <p>Local business donations: Barna, Guzy & Steffen, Target, Wild Bill's, Tavern Grill, Tournament Liquors, Let's Dish, Minnesota Zoo, Science Museum</p> <p>Tee bags: Mary and Lenny Walker and their company</p> <p>Special thanks to Mary Walker and other volunteers: Tammy and Mark Ness, Khadar Ibrihim, Phil Frechette, Lenny Walker, Gail Hiatt.</p> <p>Additional thanks to Candice Brumm who took pictures at the event.</p>	<p>Dale Lieb</p>	
<p>12.7</p>	<p>Teacher Bonuses</p> <p>Review of bonus payouts for 2011-2012 school year.</p>	<p>Terry Moffatt</p>	

13. Adjourn the Meeting

Motion: To adjourn the meeting at 9:30pm

First: Sheehan **Second:** Hebert **Passed Unanimously**