



School Board Meeting Minutes Monday, January 17, 2011 – 6:00pm

<p style="text-align: center;"><u>Mission</u></p> <p>DaVinci Academy will nurture and enrich the learning experiences of students through an individualized approach to education. Meeting the needs of students through an innovative and comprehensive education with a particular emphasis on the arts and sciences and a strong positive reinforcement strategy, DaVinci Academy will assist the community in raising children to be confident, successful adults. Students will learn leadership, social, and problem solving skills both in the classroom and through community service projects.</p>	<p style="text-align: center;"><u>Vision</u></p> <p>DaVinci Academy will become a model Charter School that will be known and respected for its academic excellence and its ability to serve children in a nurturing educational environment in which students develop the whole mind, and excel in academic, social and leadership skills, to reach their full potential.</p> <hr/> <p style="text-align: center;"><u>Pillars</u></p> <p style="text-align: center;">Arts and Science Focus Core Knowledge Sequence Differentiated Instruction Positive Reinforcement</p>
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1. **Call to order: 6:05 pm**
2. **Roll Call:** Terri Sheehan, chair; Holly Fischer, vice-chair; Doug Hiatt, treasurer; Stephanie Severson, secretary; David Cauley, Doug Dinndorf, Cory Klabunde, ex-officio; Terry Moffatt, ex-officio
 - A. **Guests:** Shannon Baumler, Jayden Tummel
3. **Community Comment**
4. **Adoption of Agenda and Addendums:** Fischer moved, Cauley seconded that we accept the agenda with the additions and changes noted. Motion passed.
5. **Recurring Agenda Items**
 - 5.1 School and Board of Directors Operations Calendar: Sheehan showed the yearly board calendar. May add to recurring agenda items every month.
 - 5.2 Finance Report – Doug Hiatt : Hiatt gave a summary of some financial items.
6. **Action – Minutes** -- Hiatt moved, Dinndorf seconded that we adopt the minutes with changes as noted. Motion passed.

Board Meetings, Committee Reports and Committee Meeting Minutes

- 6.1 Board Meeting Minutes – Dec 20, 2010, Jan 13, 2011 – (make sure that all dates are 2011)
- 6.2 High School ad hoc Committee - Nov 9, 2010, Jan 10, 2011
- 6.3 Finance Committee Meeting Minutes –
- 6.4 Policies & Procedures Committee Meeting Minutes –
- 6.5 Communication Committee – Jan 5, 2011, Jan 11, 2011
- 6.6 Technology Committee Minutes –
- 6.7 Facilities Committee –
- 6.8 Compensation ad hoc Committee –
- 6.9 Special Board Meeting Minutes – Jan 4, 2011

7. **Discussion – Cory Klabunde, School Director Report:** Klabunde presented his director’s report

8. **Discussion – Terry Moffatt, Academic Director Report:** Moffatt presenter her academic director’s report

9. **Old Business**

		Subject	Presenter	
9.1	Discussion/ Action	Website Update	Doug Dinndorf	Dinndorf presented on the website.
9.2	Discussion/ Action	High School Planning	Holly Fischer	Fischer updated us on high school needs including: extra-curricular, second site needs, pre AP programs and staffing needs. Moffatt spoke about the resources she has contacted including North Lakes Academy, all have talked about the need to have an Activities Director. Visit to Spectrum High School was very helpful on our needs for next year including q-comp. Spectrum uses a PSEO program in their school. Have to have a Masters +16 hours to teach PSEO. Three more school visits have been planned for this week.

10. **New Business**

		Subject	Presenter	
10.1	Discussion/ Action	Annual Election Results	Terri Sheehan	Cauley mentioned that we need to promote election more next year. Dinndorf mentioned that not even all the staff voted. Deadline to get material to newsletter is the Thursday prior to the Monday the newsletter is released. Dinndorf will write up results for newsletter on Monday the 24 th of January. Sheehan is recommending that we fill our vacancy with Ravi Raghavaudi in a one year position that is open still instead of the community member. Or if we could recruit another community member and expand our board size to eight members. Tabled for discussion at a later time.
10.2	Discussion/ Action	Annual Meeting Review - purpose and roles	Terri Sheehan	Sheehan questioned our purpose and thinks we should think about the meeting prior to next year. Officially a board meeting, but information is from administration. Dinndorf added to discussion about the timing and what the content is. Fischer suggested that the timing might be due to open enrollment. Hiatt offered input. Move up to after financials are ready – October? Tentative date first week in November.

10.3	Discussion/ Action	High School Planning Project Manager/Consultant	All	Klabunde suggested that he might be interested in that consultant position since the building project is now over. Hiatt suggested that we discuss what our needs are first. Word document created brainstorming our needs. Options on how to find the candidate were discussed which were also included in the word document. Moffatt and Severson will work on it together and posting will happen to see what is returned.
10.4	Discussion/ Action	Leo's Garden (lottery preparation)	Terry Moffatt	Moffatt suggested that we keep things the same for the following the year and suggest starting limited enrollment the following school year.
10.5	Discussion/ Action	Limited Enrollment (lottery preparation)	Terry Moffatt	Moffatt is suggesting that we make no changes on our enrollment policy for 2011/2012. Cauley suggested that we look at this issue sooner rather than later. Facilities will look at all the issues surrounding limited enrollment. Hiatt will speak to Beth regarding other charters that are using this policy. Tabled until March 2011 meeting.
10.6	Discussion/ Action	AP Training	Terry Moffatt	Moffatt brought pre-AP training materials for middle school teachers. Talked about re-arranging the last week of school so that our middle school teachers can take advantage of those classes the week of 6/20.
10.7	Discussion/ Action	Budget Revision	Doug Hiatt	Hiatt presented the budget update. Dinndorf moved, Severson seconded that we approve the revised budget as submitted. Motion passed.
10.8	Discussion/ Action	Board Member Recruiting Service	Doug Hiatt	Tabled
10.9	Discussion/ Action	Art Cast Inc. donation	Cory Klabunde	Klabunde submitted a receipt for a donation from Art Cast, Inc in Forest Lake. Cauley, Hiatt seconded motioned that we accept the art supply donation as given. Motion passed. A thank you card will be sent from the board.
10.1 0	Discussion/ Action	2 nd annual school director performance review	Terri Sheehan	Sheehan asked if we ask for stakeholder review. The review needs to happen sooner than the stakeholder survey. First week in March.
10.1 1	Discussion/ Action	Academic Director performance review	Holly Fischer	Fischer suggested that we let the board and teachers review Moffatt in addition to Klabunde, based on the new administrative structure for this school year. Will happen the first full week in February.

10.1 2	Discussion/ Action	Administration Intent to Return (i.e., timing)	Terri Sheehan	Covered in previous discussion regarding reviews.
10.1 3	Discussion/ Action	Authorizer Contract Renewal	Terri Sheehan	Reminder that we will start working on it in February. Klabunde will work on it.
10.1 4	Discussion/ Action	2011/2012 Staffing needs	Terri Sheehan	Discussing the needs for next year at a future retreat. All reviews and letters of assignments should be ready by end of March.
10.1 5	Discussion/ Action	Policy: 902 Facility Usage Form DRAFT Oct 2010	Terri Sheehan	Reviewed and looked at the usage form.
10.1 6	Discussion/ Action	Policy: 413 Harassment and Violence DRAFT 2010	Terri Sheehan	Reviewed the re-written policy. Hiatt moved, Fischer seconded that we accept policy 413 as written. Motion passed.
10.1 7	Discussion/ Action	Policies Project Manager/Consultant	Terri Sheehan	Sheehan suggested that we hire a policies project manager. Hiatt has contacted our attorney and see if they could do some of the front-end work for us. Estimate cost of \$3500-\$5500 for their work. We would still have to insert the DaVinci standards that have been established. If they did the work we could finish by the end of this year. Will use the previously budgeted legal dollars to fund this project.
10.1 8	Discussion/ Action	Letters of Assignment for after school activities (Dick and Melander)	Cory Klabunde	Letters of assignment are being offered to Dick and Melander to be a building monitor at \$15.00 per hour. Hiatt proposed that if building supervision has previously been established at \$10.00 per hour, than it should be the same no matter who is doing the supervision. Hiatt moved, Dinndorf seconded that we accept the letters of assignment at \$10.00 per hour. Motion passed.

11. Adjourn the meeting : Fischer moved, Cauley seconded to adjourn the meeting at 9:28 pm. Motion passed.

Submitted by Stephanie Severson, secretary