



## School Board Meeting Agenda Monday, November 15, 2010 – 6:00pm

<p style="text-align: center;"><b><u>Mission</u></b></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;"><b><u>Vision</u></b></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;"><b><u>Pillars</u></b></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: 6:04**

**2. Roll Call:** Terri Sheehan, chair; Holly Fisher, vice-chair; Doug Hiatt, treasurer(arrived late); Doug Dinndorf, David Cauley, Terri Moffat, ex-officio; Cory Klabunde, ex-officio

**Not present:** Stephanie Severson

**3. Community Comment**

**4. Adoption of Agenda and Addendums:** Dinndorf moved to adopt agenda as amended. Cauley seconded. Passed unanimously.

**5. Consent Agenda**

**5.1 Finance Report – Doug Hiatt**

**6. Action – Minutes**

**Board Meetings, Committee Reports and Committee Meeting Minutes**

**6.1** Board Meeting Minutes – Jan 25, Feb 22, Apr 12 & 24, May 17, Aug 23, Sep 20, 2010, Oct 18, 2010

**6.3** Finance Committee Meeting Minutes – Oct 11, 2010

**6.4** Policies & Procedures Committee Meeting Minutes – Oct 11, 2010, Nov 8, 2010

**6.5** Communication Committee – Nov 9, 2010

**6.7** Facilities Committee – Jan 26, Apr 13, Aug 10, 14 & 24, Sep 28, 2010

Cauley made a motion to accept the committee minutes with the changes suggested. Fischer Seconded. Passed unanimously.

**7. Discussion – Cory Klabunde, Operations Director Report**

Main points of presentation:

- Facilities may work on locker arrangement to try to get more lockers into the main building so younger grades don't have to share. We can pull from the locker rooms, but finding a space for them will be tricky.
- One church and three basketball programs are requesting the use of our gym. It is being negotiated.

- Cory will be conducting custodian interviews this week. He received more than 20 applications and will be doing six interviews.
- 50 mesh basketball shirts and 50 shorts with DaVinci name will be ordered for gym. Price will be \$8.95 per kid for shorts.
- Stimulus Jobs Grant was approved and we have \$65,000.00 coming to us for teacher salaries.

### 8. Discussion – Terry Moffatt, Academic Director Report

Main points of presentation:

- Music concert dates changed so that we can have all of the concerts at the school. The grades will be separated to accommodate everyone.
- To make the A honor roll students need to have A's in all classes and to make B honor roll students cannot get anything lower than a B.
- 94% of parents participated in parent conferences this quarter.
- Science fair is December 10<sup>th</sup>.
- 4 I-PADS, and 1 more specifically used for Title 1, were purchased with Microsoft money to be used in the classrooms. They are very popular!

### 9. Old Business

		<b>Subject</b>	<b>Presenter</b>	<b>Time</b>
<b>9.1</b>	Discussion/ Action	2010-2011 Facility Expansion	All	Nothing new shared at this time.

### 10. New Business

		<b>Subject</b>	<b>Presenter</b>	<b>Time</b>
<b>10.0</b>	Discussion/ Action	Extra- Curricular Activities	Doug Hiatt/Brian Hobson	Finance committee discussed what other districts pay teachers for extra activities. Amount recommended by the committee is \$15.00/hour. Teachers will need to fill out form stating estimated expenses, projected enrollment, contact hours, etc. and have it approved by Cory. This will be approved as a procedure as opposed to a policy. Dinndorf. motioned that we approve an across the board \$15.00 per hour salary for extra-curricular instructors. Hiatt seconded. Discussion was had about what to do with kids from 4-4:30 when the program should start. Vote was 4 yeah. Cauley opposed.
<b>10.1</b>	Discussion/ Action	Call for Nominations for the DaVinci Academy Board of Directors	Terri Sheehan	Doug Hiatt has expressed an interest in running again. He is the only interested party so far.
<b>10.2</b>	Discussion/ Action	Committee Calendar and Communicatio ns Committee	Committee Chairs	High school Ad Hoc meeting needs to change to 7:30 so that Terry Moffatt can attend both that meeting and the Compensation ad Hoc Committee. November 29 meetings need to be cancelled because

		Description		<p>we have a special board meeting that night with Beth Topuluk..</p> <p>Need to add a school year to the top of the calendar. October is spelled incorrectly.</p> <p>Fischer motioned that we approve the board and committee calendar with the changes recommended. Cauley seconded. Passed unanimously.</p> <p>Dinndorf. motioned that we approve the “excellently worded” communication committee description. Cauley seconded. Passed unanimously.</p>
10.3	Discussion/ Action	Approve Committee Assignments	Terri Sheehan	<p>Remove from Agenda for tonight. Already covered at a previous meeting. Severson should clarify previous minutes to reflect the change, “board committee members” to committee assignments. We previously only mentioned committee chairs.</p> <p>Discussion was had as to when committee minutes need to be in and posted on the web. The recommendation was that committee meeting minutes should be turned in before the next board meeting to be approved.</p>
10.4	Discussion/ Action	Academic Director Professional Growth Plan	Terri Sheehan	<p>Cauley made the motion to accept the Academic Director Professional Growth Plan for Terry Moffatt as presented to the board. Dinndorf seconded. Passed unanimously.</p>
10.5	Discussion/ Action	Temporary Part-Time Administrative Assistant	Terri Sheehan	<p>Terry requested using the person hired to inventory books to do extra administrative roles such as the parent handbook. Recommended up to 300 hours total at \$10.00 per hour.</p> <p>Hiatt motioned to approve the \$10.00/hr at up to 300 hours administrative position to complete the parent handbook and various other administrative tasks as assigned. Dinndorf seconded. Passed unanimously.</p>
10.6	Discussion/ Action	Community Board Member Recruiting Service	Cory Klabunde/ Doug Hiatt	<p>Hiatt presented options for a community board member recruiting service. Cauley recommended that we table this until the December meeting so that he can contact the people who have expressed an interest to him. Hopefully we will have applications from them to look over at the December meeting.</p>
10.7	Discussion/ Action	Facilities Use Policy	Terri Sheehan	<p>We will eliminate II.B from the policy. Fischer made the motion to accept the facility use policy with the changes made to section II. B. with the understanding that the policy committee will bring back to the board the related form for ratification. Hiatt seconded. Passed unanimously.</p>
10.8	Discussion/ Action	Ribbon Cutting Ceremony	Terri Sheehan	<p>Discussion was had about renaming Ribbon Cutting Ceremony to Open House and combine Open House with the Annual meeting in January. Speeches could start at 6:00 with the Annual Meeting starting at 7:00. Ribbon Cutting date is TBD. Annual meeting remains in January.</p>

10.9	Discussion/ Action	Website Update	Doug Dinndorf	The splash page is ready. Thursday Dinndorf and Dawn Wenisch will be meeting with the web designers at their office to finalize changes. Domain name still needs to be transferred to our new provider. The hold-up is related to the changeover system, but all parties are in communication.
10.10	Discussion/ Action	High School Planning: Data Gathering Status	Terry Moffatt/ Holly Fischer	Moffatt contacted Volunteers of America. They had no schools move from a middle school to a high school. Metro school for the Deaf waited until they got a second facility and then became a feeder school for the high school (Two separate schools) St. Croix Prep Director, John, will meet with Terry (and potentially Holly) to discuss our plans and answer questions. Nova contact said they delayed for three years and in preparation expanded the lower school program to three classes each. She recommended hiring someone to serve on the advisory council with the administrator to get the program started. They do no lateral intakes younger than sixth grade. (just an idea) Planning committee needs better numbers to be presented to the board by the 29. We also need to meet with those administrators (Nova and St. Croix Prep) and get our questions answers so we know what to ask Beth. Moffatt and Fischer will get together next week. We will need to have a game plan by the end of the 29th for how we will be communicating with parents. The board has also requested a model of how we will look next year and how we will look three years from now.
10.11		Survey Monkey for Board purposes	Terri Sheehan	Anything the board has responsibility for should be a separate Survey Monkey account so that we are the only ones who have access to it. Communications committee should be looking over any surveys that go out, so Doug Dinndorf should be the contact person for the Survey Monkey account.
10.12	Discussion/ Action	School Director Evaluation *Summary of results *Cory's Goals *Results of the survey *Communicati on to Staff by December 10 <sup>th</sup> .	Terri Sheehan	Fischer motioned to close the meeting for Cory's evaluation. Cauley seconded. Cory and Terry were excused from the meeting.  10:58 Dinndorf moved to open the meeting, Fischer seconded. Passed Unanimously.  Dinndorf will draft a letter to staff regarding the results of the Director evaluation.

**11. Adjourn the meeting:** Cauley moved and Hiatt seconded to adjourn the meeting at 10:59. Passed unanimously.