



# School Board Meeting MINUTES

## Monday, October 24, 2022 at 6:00pm

### DaVinci Academy

#### 1. Call to order @6:20

#### 2. Roll Call

Present	Board Members	Guests
x	Melanie Persellin - President	Holly Fischer - Interim Executive Director
x	Samantha Bickford -Vice President	
x	Idara Uko - Treasurer	
x	Lenny Ulloa Silva - Secretary	
x	Katharine Borg	
x	Emily Uhl	
x	Durowaa Agyeman-Mensah	
x	Jacob Stith	
x	Emma Fisher	

#### 3. Reading of Mission Statement and Real Life Examples

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.

- Katie Borg: first K field trip. It was cold but it was a success.
- Lenny Ulloa Silva : parent teacher conferences were a success. Tons of people came to the conference.

#### 4. Community Comment

10 minutes

*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.*

Anna Hansmann: We got information from MDE about a topic in the agenda.

Carla Lemm: parent request to inspect curriculum. She has been requesting the SEL curriculum but hasn't gotten a reply yet.

#### 5. Adoption of Agenda and Addendums

2 minutes

- Motion to approve the amended agenda by Jake, seconded by Emily, it passed unanimously.

#### 6. Consent Agenda

##### 6.1 DONATIONS

Unrestricted donations: available for viewing in the office

Restricted donations: no donation so far

##### 6.2 BOARD MEETING MINUTES

September 26, 2022 Board meeting

- Motion to approve the minutes from the September 26 board meeting made by Lenny, seconded by Melanie, it passes unanimously.



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**7. Education/Academic Update** **John Fry** **20 minutes**  
Introduction of Special Education Leadership and SPED program and SEAC.

We are having around 13.6% of students who get SPED services.

We are continuing to hire one SPED teacher and two paras.

Salaries are more competitive when it comes to paras and initial teachers.

SEAC meets once a month with different topics per meeting. Families with students who get SPED services and SPED staff can attend.

**8. Discussion- Administration Updates:** **Holly Fischer** **30 minutes**  
Update regarding enrollment, activities and events at school, Rebranding status and open positions for employment.

- 80% of the families attended conferences.
- Today it was a PD day. One session was with Eli Kramer to talk about Teach Like a Champion. In the afternoon we had Vonnie Vayder talk to us about behavior and what she has seen as she works with high behaviors in other places.
- Volunteer hours: 204 hours since the last meeting. 146 spent on field trips. Other activities are lunch help, library organization.
- Substitution has been a struggle. Andrea Harverson is adding the role of substitute coordinator. We are struggling to get same day substitution from our substitute companies. We continue to hire substitutes.
- We have started looking at the schedule for next year.
- We have been doing some research on early start. In the past, our bus company couldn't do it but now they can. We need to find a way for teachers to be able to support the students better and giving them an additional hour a week could improve the collaboration time and planning for our individualized approach that we have in our mission.
- Enrollment: 969 students with 2 offers out.

**9. Committee Updates and Review Committee Minutes** **40 minutes**

COMMITTEE

MEETING DATE

9.1 Finance Committee & Treasurer's Update:  
Review monthly financial report

Did not Meet

9.2 HR/Compensation Committee:

September 29, 2022

- Teacher retention, salaries and ideas to support teachers
- Principals evaluation: MDE is offering classes that our principals are planning on attending. Those classes are about creating an evaluation tool for administrators.

9.3 School Development Committee:  
Discuss Rebranding process

October 12, 2022

- Looking for platforms to have our Dollars for DaVinci.
- They got feedback about the Boosterthon.

9.4 Policy Committee:

October 14, 2022

The Policy Committee is seeking School Board approval for revisions made to the following:

- Policy 209 Code of Ethics'

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- Motion to modify Policy 209 to add section II.D.5 by Melanie, seconded by Durawaa, it passes unanimously.
- Policy 722 Public Data and Data Subject Requests.
- Motion to approve the modifications for *Policy 722 Public Data and Data Subject Requests* by Emily, seconded by Idara, it passes

We are taking a 5 minute break.

### 10. Old Business

- 10.1 **Revamping Community Comment** **Fisher** **5 minutes**  
Provide Board with proposal for Community Comment modifications.
- 10.2 **2023 Board Election Management Tool** **Bickford and Ulloa Silva** **15 minutes**  
Review Board election timeline and plan for Seats currently held by Melanie Persellin (Parent/Guardian Seat G) and Emily Uhl (Parent/Guardian Seat F).

### 11. New Business – Discussion/Action items

11.1 **Discussion regarding Board Member and Conflicts of Interest - Persellin** **30 minutes**

Discuss potential conflict of interest regarding Board Members serving on two different school boards and review of Minnesota Department of Education Guidance on Conflict of Interest for Charter Schools and Authorizers.

- Emma Fisher has decided to step down from the board effective immediately.

**Review of the Operations Calendar** **Bickford and Fischer** **15 minutes**

11.2 **Recognition of Holly Fischer and Emily Tinawi in SMSU's Charter School Leadership Program** **10 minutes**

Both graduate students have shown great ownership and pride for their school and want deeply to become more effective and efficient school leaders. Building capacity for leadership is a skill that takes time, effort, and ongoing professional development, not to mention, mentorship and networking opportunities to grow into leaders that can sustain and weather all seasons of leadership. We are about halfway through this year-long program and we want to acknowledge their commitment to their profession and the broader community of charter schools.

Charter schools need great leaders and this is one way that we can leverage professional development and sustainability by creating a pipeline of future leaders!

In addition, I would also like to encourage the board of directors to seek others within your organization to enroll in Cohort 4, which begins in June 2023. SMSU, through a grant, is able to offer the first 12 enrollees a scholarship. Twelve of the 19 credits are gratis and Friends of



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Education will match the school's contribution up to \$2500. Ultimately the cost to your staff is \$0. What a great way to support your leaders! Please visit [SMSU's website](#) for more information on the program. This program is tailored specifically for charter schools and SMSU is the first to aggressively build a program for our fellow executive directors, principals, deans, coaches, teachers, and etc.

This is a significant win/win for retaining talent at your school by building capacity within.

### **11.3   Interim Executive Director Evaluation                      President                      30 minutes**

This portion of the meeting will be closed as permitted by the Section 13D.05, subdivision 3(a) to discuss and evaluate the performance of Holly Fischer, Interim Executive Director.

### **11.4   Meeting Assessment and Closing Thoughts                      President                      2 minutes**

Did we spend our time effectively today? What could we do better?  
What do we, as a board, need to be focusing on for the next meeting?

## **13. Adjourn Meeting**

Estimated end time:

8:00 pm