



**Meeting of the Board  
Board of Trustees**

**Meeting Minutes  
Monday, August 22, 2016**

Chet Pipkin, President	Matthew Wunder, Chief Executive Officer, Da Vinci Schools
Don Brann, Vice President	Nathan Barrymore, Principal, Da Vinci Communications
Jennifer Morgan, Secretary	Kate Parsons, Principal, Da Vinci Design
Israel Mora, Trustee	Michelle Rainey, Principal, Da Vinci Innovation Academy
Roger Bañuelos, Trustee	Steve Wallis, Principal, Da Vinci Science
	Kim Merritt, Director, Da Vinci Extension, Da Vinci Schools
	Carla Levenson, Director of External Relations, Da Vinci Schools
	Tom Cox, Chief Financial Officer, Da Vinci Schools
	Steve Rabas, Director of Fiscal Services, Da Vinci Schools
	Natasha Morse, Director of Real World Learning, Da Vinci Schools
	Kari Croft, Flex Coordinator, Da Vinci Schools
	Rocio Ansari, Executive Assistant, Da Vinci Schools
	Tom Johnstone, Superintendent, Wiseburn Unified School District
	Chris Jones, Deputy Superintendent, Wiseburn Unified School District
	Vince Madsen, Director of Facilities Planning, Wiseburn Unified School District

**Call to Order**

Meeting was called to order at **6:00 PM**.

**From the Board**

Mr. Pipkin shared that Da Vinci Schools are now in the eighth year of evolvment. He believes this is an exciting time and Da Vinci Schools are only getting better.

Mr. Bañuelos thanked everyone and says he is looking forward to another great school year.

Ms. Morgan noted the changes at the Da Vinci Communications campus and she is also looking forward to the new school year.

Dr. Brann believes our best years are still to come. He recently saw an article on the Daily Breeze about our students who are interning at SpaceX. He believes we operate like an experienced school of 25 years.

Dr. Wunder shared some updates on enrollment and the Capital Campaign. He then introduced Lt Col Robert Atkins of the U.S. Airforce.

Steve Wallis formally introduced Lt Col Atkins who is teaching a new Space Industry Seminar at Da Vinci Science. His goal is to teach students the following: Recognition of space mission areas, equipment and subsystems, understand principles of systems engineering and mission assurance, appreciate challenges of the space environment and solar affects, and to comprehend orbit types and revisit rates. Lt Col Atkins would like to schedule tours at SpaceX for his students. His class is held on Mondays and Wednesdays from 2:45-3:55 PM.

**Approval of Minutes**

The minutes from June 22, 2016 were approved with no changes.

**First: Mr. Mora**

**Second: Dr. Brann**

**Motion carries: 5-0**

**Board Approval**

**Item # 1-2, 8-17**

**Approved as follows:**

**First: Dr. Brann**

**Second: Mr. Bañuelos**

**Motion carries: 5-0**

**Board Approvals Pulled**

3, 4, 5, 6,7,18

**High School Facility Update (by: Tom Cox and Vince Madsen)**

Mr. Madsen updated the board on changes the new campus has undergone. There are no major delays and everything seems to be tracking fine with an expected completion date of June 15, 2017 (for Phase 1). In Phase 2, Mr. Madsen will work with Dave Wilson to finalize all the details and costs. If construction goes as planned, the project would be fully completed by January 31, 2018.

Mr. Mora added that the pool expenses (in Phase 2), are much higher than originally anticipated. There now needs to be \$8- 10 million to close the gap on the pool and begin that process.

Dr. Brann added that a meeting with El Segundo businessman Richard Lundquist, President of Continental Development, will take place on September 6, 2016 to understand why there has been such an increase in the cost of phase 2 (particularly the pool expenses).

Mr. Cox recommended a larger discussion about the costs of furniture and fixtures (the budget has been very tight overall). He would like the sub-committee to know that furniture and fixtures are the last major expense to make and due to the high costs, there is a possibility that we may need to bring over some of our current furniture. Fundraising via the Capital Campaign is taking place to raise enough monies to cover the costs of our basic needs.

Mr. Cox stated there is no extra money in Da Vinci’s operating budget. He would like us to prioritize our actual needs. Mr. Cox will also develop a contingency plan to know the approximate costs of furnishing the building.

Mr. Cox would also like to make sure all three high schools have equity in terms of the programs that we are offering. In the next few weeks, there will be a meeting to discuss the programs with the high school principals, the Capital Campaign team, Tom Johnstone, and Dave Wilson.

Dr. Wunder added that there are different strategies/plans as backup to suit what best fits our budget and ensure a smooth transition into the building.

**Financial Report**

There are not many changes to the financial report as the academic year just started. Enrollment has been really solid this year and we anticipate strong enrollment throughout the year.

Mr. Cox added that once we are at the new campus, we would eventually get rid of our portables and that would reduce our expenses.

Ms. Morgan inquired if all three high schools receive Title I funding. Mr. Cox shared that all three high schools do get these funds.

**Board Approvals**

**Item # 6 (subject to no concerns being raised)**

**Approved as follows:**

**First: Dr. Brann                      Second: Mr. Mora                      Motion carries: 5-0**

**Item # 3 (with amount to not exceed \$60K)**

**Approved as follows:**

**First: Mr. Mora                      Second: Dr. Brann                      Motion carries: 5-0**

**Items # 4, 5, 7, 18**

**Approved as follows:**

**First: Ms. Morgan                      Second: Mr. Bañuelos                      Motion carries: 5-0**

**Closed Session**

Meeting entered into Closed Session at **7:07 PM.**

**Adjournment**

Meeting reconvened from Closed Session at **8:44 PM.**

The meeting was adjourned at **8:45 PM.**