

## **Da Vinci RISE High Manager Meeting**

**Tuesday, October 17, 2017**

### **Meeting Minutes**

#### **Call to Order**

The Regular meeting of the Da Vinci RISE High Managers was called to order at 7:35 a.m. by Dr. Donald Brann.

#### **Attendance**

##### **Members present:**

Dr. Donald Brann, Jennifer Morgan, Roger Bañuelos, Israel Mora, Chet Pipkin (on the phone)

##### **Administrators present:**

Dr. Matthew Wunder, Chief Executive Officer, Da Vinci Schools

Dr. Chris Jones, Chief Operating Officer, Da Vinci Schools and Deputy Superintendent, Wiseburn Unified School District

Marshall Mayotte, Chief Financial Officer, Da Vinci Schools

Kari Croft, Principal, Da Vinci RISE High

Dr. Scott Weatherford, Principal, Da Vinci Communications

Michelle Rainey, Principal, Da Vinci Innovation Academy

Yolanda Saldaña-Bautista, Director of Employee Support Services, Da Vinci Schools

Natasha Morse, Director, Real World Learning, Da Vinci Schools

Alison Wohlwerth, Administrative Manager, Da Vinci Schools

#### **Public Comments**

No comments.

#### **From the Managers**

Mr. Mora said that testing of the full fire system at the new building will be done today. The individual systems have been tested, but today they will test the entire system at once. The results will determine move-in day. Amazing progress has been done.

Dr. Brann directed CEO Wunder to notify the Da Vinci Board should the fire/life/safety check prove to be successful and the WUSD Board indicates that WHS is ready to occupy so the Da Vinci Board can make a decision on move-in date.

Dr. Brann said that the intersection of Douglas Street and Utah is dangerous and will require the City of El Segundo's traffic division's evaluation. Mr. Mora said that he has spoken to the City, and they are aware that intersection needs a traffic light.

RISE High enrollment was discussed; Ms. Croft said there are now 80 students enrolled at RISE High. Mr. Bañuelos thanked Ms. Croft for her hard work. Ms. Croft credited the RISE High office manager, saying she is working very hard to get the enrollment numbers up.

### **From the CEO**

Dr. Wunder spoke about the RISE waiver before the state Board and the current political landscape surrounding charter schools and school districts. Dr. Wunder credited Dr. Johnstone's work in keeping on top of the situation.

### **Approval of Minutes**

The minutes of the Regular September 18, 2017 meeting were approved as follows.

Motion to Approve: Mr. Mora                      Second: Ms. Morgan                      Vote: 5-0-0

### **Approvals:** 3 Items

Item #3 pulled for further discussion.

### **Item #1: Revisions to the Da Vinci RISE High Parent Handbook.**

### **Item #3: the Da Vinci RISE High Independent Study Policy.**

Items # 1 and 3 approved as follows:

Motion: Mr. Mora                      Second: Ms. Morgan                      Approved: 5-0-0

### **Item #2: Revisions to the Da Vinci RISE High Uniform Complaint Procedures.**

Discussion about how independent study affects ADA ensued. ADA is calculated based on the teachers' records of attendance.

Item #2 approved as follows:

Motion: Mr. Bañuelos                      Second: Mr. Mora                      Approved: 5-0-0

### **Financial Update**

Mr. Johnston of ExED presented the RISE High financial update. He said that the forecast he created was based on an enrollment of 72, and that the increased enrollment of 80 will be reflected in better numbers next month. Mr. Mayotte said that \$1.2 million (of the XQ \$2 million per year allotment) was spent in the first year. The remaining \$800K will roll over to the next school year. Dr. Wunder said that RISE is receiving disbursements based on the school year. Mr. Mayotte said that \$1 million (of the second year allotment) was received last month. He said that special education services are also a factor in the amount spent. Dr. Wunder mentioned the conscious decision to staff early on in order to have time to train those staffers. Ms. Croft said that up to 200 students could be handled with the current staff of 15. Partners' mental health staffing also helps spread the caseload.

Ms. Morgan asked if the check register is a normal part of Board oversight. She thinks it's too much information. Mr. Mora agreed. He and Mr. Bañuelos would rather see a running total or expenditures or general summary. Mr. Mayotte said that legal counsel recommended the Managers approve a dollar threshold for approvals of purchases and contracts, etc. Dr. Brann asked that it be provided for approval at next month's meeting.

Ms. Morgan asked if legal counsel has been consulted on insurance coverage for the ride sharing service Hop, Skip, Drive. Dr. Brann asked why the service is needed. Ms. Croft said that there are a few students who don't have other transportation and/or cannot take public transportation. The Managers asked for legal counsel's review on insurance for this service.

**Closed Session – not needed**

**Adjournment**

The meeting was adjourned at 8:03 a.m.

APPROVED



**Da Vinci RISE High Manager's Meeting**  
**Tuesday, October 17, 2017**  
7:30 – 8:13 AM

Wiseburn Unified School District Board Room  
13530 Aviation Boulevard, Hawthorne CA 90250

## RISE High Approvals – VOTED

1. Approve revisions to the 2017-2018 Da Vinci RISE High Parent Handbook.  
Approval: Yes      Motion: Mr. Mora      2<sup>nd</sup> Ms. Morgan      Vote 5-0-0
  
2. Approve revisions to the Da Vinci RISE High Uniform Complaint Procedures (UCP).  
Approval: Yes      Motion: Mr. Bañuelos      2<sup>nd</sup> Mr. Mora      Vote 5-0-0
  
3. Approve the RISE Independent Study Board Policy.  
Approval: Yes      Mr. Mora      2<sup>nd</sup> Ms. Morgan      Vote 5-0-0

APPROVED