



**Meeting of the Board
Board of Trustees**

**Meeting Minutes
Wednesday, April 19, 2017**

Don Brann, Vice President	Matthew Wunder, Chief Executive Officer, Da Vinci Schools
Jennifer Morgan, Secretary	Chris Jones, Chief Operating Officer, Da Vinci Schools
Israel Mora, Trustee	Eugenio Villa, Chief Financial Officer, Da Vinci Schools
Roger Bañuelos, Trustee	Tom Cox, Chief Financial Officer Emeritus, Da Vinci Schools
	Kate Parsons, Principal, Da Vinci Design
	Steve Wallis, Principal, Da Vinci Science
	Kim Merritt, Director, Da Vinci Extension, Da Vinci Schools
	Yolanda Saldana-Bautista, Director of Employee Support Services, Da Vinci Schools
	Carla Levenson, Managing Director of External Relations, Da Vinci Schools
	Natasha Morse, Director of Real World Learning, Da Vinci Schools
	Mary Ring, Director of Special Projects, Da Vinci Schools
	Toby Harwell, Music Director, Da Vinci Schools
	Steve Rabas, Director of Fiscal Services, Da Vinci Schools
	Gloria White, Data and Accountability Coordinator, Da Vinci Schools
	Maria Venegas, Enrollment Coordinator, Da Vinci Schools
	Rocio Ansari, Executive Assistant, Da Vinci Schools
	Tom Johnstone, Superintendent, Wiseburn Unified School District

Call to Order

Meeting was called to order at 6:00 PM by Dr. Brann.

From the Public

None

Closed Session

Meeting entered Closed Session at 6:01 PM.

Reconvene

Meeting re-entered into Public Session at 6:44 PM.

Reporting Out

Dr. Brann reported that in Closed Session, the Board took action to ratify the termination of a certificated employee. Ratification vote was 4-0 (For: Brann, Morgan, Mora and Bañuelos; Against: none).

From the Board

Ms. Morgan shared that she attended Exhibition Night. She believes that the teachers are doing a great job and that very exciting things are happening at Da Vinci Schools.

Additionally, she shared that her son is a senior at Da Vinci Communications and is taking economics. In this class, he's had the opportunity to learn about personal finance and financial management offered by an online program through H&R Block. Students, just like her son, are learning about 401ks, payroll deductions, credit cards, interest rates, salaries, paying bills, etc. Ms. Morgan has enjoyed watching her son learn from this program and is happy that our schools are teaching students about such important topics.

Mr. Mora also had the opportunity to attend Exhibition Night. He really enjoyed seeing the students and their enthusiasm about our programs. He was especially amazed by the music produced by our students. He believes the quality of our music program is amazing and he is proud of the students' growth over the years.

Mr. Bañuelos shared that he and his family had the opportunity to attend the Las Vegas Regional First Robotics Competition. It was great to see all the students participating in the competition. Students had the opportunity to test different strategies and skills with the robots. Furthermore, Mr. Bañuelos shared that the First Robotics Team is currently away in Houston, Texas, to do more competing. The trip to Texas was sponsored by NASA. He wishes the team well.

Dr. Brann visited Torrance Memorial Medical Center where Da Vinci Science students participated in the Grand Rounds presentations. He was very impressed with the students' excellent public speaking skills and their thorough analysis before the panel of physicians at Torrance Memorial. The physicians were also very impressed with the Da Vinci students and their presentations.

Dr. Brann also stated that the new campus is really changing and he hopes there will be media coverage for the grand-opening. He believes this event will be one of the biggest and most spectacular projects we will all witness and experience.

Approval of Minutes

Minutes from the March 27, 2017 were approved with no changes.

First: Mr. Mora

Second: Mr. Bañuelos

Motion carries: 4-0

Enrollment Update (by: Carla Levenson and Maria Venegas)

Ms. Levenson reminded that Board that this is our second year using SchoolMint, an online enrollment solution and dashboard. SchoolMint has been a key element for the enrollment team. This software is used to manage applications, lottery, waitlists, registration, and continuing enrollment for all the Da Vinci and Wiseburn schools. She added that all of the lottery and waitlist management can be done using a mobile phone and status notifications can also be sent via text or email. SchoolMint has been working very well for our enrollment team.

As for the total unique applicants for the 2017-18 school year, there were a total of 1,887 applicants for grade levels K-12. There were 236 more applicants this year compared to last year at this time. The primary increase in applications were in the following grades: 9th 10th and 12th grades. As for total applications, there were 3,688 (this includes the students who applied to more than one campus for the high schools).

Ms. Venegas informed us that students are encouraged to apply to more than one school in the event that they are not offered a spot to their school of choice.

Enrollment projections: For the 2017-18 school year, a full ninth grade class will be enrolled at Da Vinci Communications. Each 9th grade class will have about 136 students. Da Vinci RISE will also be increased. Currently, there are 28 students enrolled in the RISE program but this number will grow to approximately 40 students. A Place Called Home will have 80 additional students enrolled through RISE High. Da Vinci Extension is projected to increase to 100 students and Da Vinci Innovation Academy will have 435 students for 2017-18 academic year.

Ms. Levenson noted that we have seen in a change in the type of transfer students who are applying to Da Vinci. About 60% of our applicants are average to high performing students and the other 40% have significant credit recovery needs whereas in years prior it was the opposite.

Moreover, Ms. Levenson also stated that in past years, Da Vinci Science has always been the first choice for students when applying to the high schools, but recently that number is shrinking. Of the most recent applicants, 39% of students listed Da Vinci Science as first choice, while 31% chose Da Vinci Design and 30% chose Da Vinci Communications as first choice.

Ms. Venegas shared that 340 students from Dana Middle School applied to one of the Da Vinci high schools. Of those 340 students, 213 of them are Wiseburn residents. Additionally, 82% of Dana Middle School's students who are also Wiseburn residents, are choosing to enroll in one of the Da Vinci high schools. In other words, 18% of Dana residents and graduates are choosing to go elsewhere.

The current enrollment at Da Vinci RISE is comprised of students from four different school districts: Wiseburn Unified School District, Redondo Beach Unified School District, Centinela Valley, and Los Angeles Unified School District. There are currently 28 students enrolled at RISE. This year, 13 seniors are expected to graduate.

Mr. Bañuelos inquired about the additional enrollment outreach at Da Vinci Communications, and whether it helped attract more students. Ms. Levenson responded that she believes this did help

encourage prospective students to apply as there was an increased number of applicants seeking Da Vinci Communications as their first choice.

Development Report (by: Carla Levenson)

Ms. Levenson shared that the Keck Foundation application was submitted for \$500,000. Additionally, we are working with Northrop Grumman for a proposal of \$500,000 as well. These monies will help fund the specialty labs.

We also submitted a preliminary request for funding from Chevron.

Ms. Morgan connected Da Vinci Schools to Focusrite, a professional audio equipment manufacturer. They are a global company who make pro audio equipment, so a discussion is in progress with them.

Ms. Levenson added that there are currently many conversations taking place with potential funders. Also, Brian's Matching Challenge is in full swing.

Ms. Morgan discussed the possibility of a golf tournament to help raise additional monies for the Capital Campaign.

We are currently in Wave 3 of funding for the Capital Campaign. This wave will fund the following: specialty labs for each of the high schools, technology, equipment, science labs, and furniture for the common areas and hubs. The Annual Giving Campaign is also in full swing with a projected goal of \$120,000. Currently, we have raised \$94,181 toward the goal. Ms. Levenson strongly believes our goal for the annual fund will be met by the end of the campaign.

Financial Update (by: Eugenio Villa)

Mr. Villa shared that his current financial report had some revisions to the budget figures from the Second Interim report presented to the board last month. Mr. Villa believes there are no significant variants to the projections presented in the Second Interim. Moreover, the next few Board meetings will be focused on LCAP, staffing costs, proposed changes for the increase in enrollment, and spending time on RISE High's financials.

State funding accounts for 95 percent of our revenue. The other five percent is accounted for money we generate through fundraising. Mr. Villa added that in May we will get a preview of the Governor's Budget known as the May Revise.

Special Education costs are also expected to increase. The estimated cost for students in a non-public school setting is an approximately \$800,000 - \$850,000 for the year (this is just for the school setting and does not include any legal fees or settlement). Dr. Ring added that our current fees for students in non-public schools are about \$680,000 yearly, but will increase next year as some students have specific needs or issues.

Mr. Villa stated that there will also be maintenance costs that have not yet been incurred. He recommended doing an analysis of long-term expenses including operating costs.

Ms. Morgan inquired about last month's Second Interim report and the column that showed the year-end actuals. Mr. Villa explained that the projected budget is the actual budget. Mr. Mora requested that Mr. Villa follow last month's format when presenting the budget to the Board.

Music Presentation (by: Toby Harwell and students)

Mr. Harwell is the music teacher at both Da Vinci Schools and Wiseburn Unified School District. There are two streams of music study at Da Vinci. There is a performance area where students with some music experience play in Wiseburn/ Da Vinci Jazz Orchestra. There is also a rock band seminar led by Mr. Harwell. Both groups typically perform for a series of school events including every Exhibition, Rock Around the Block, etc.

The other stream of music is the music production pathway at Da Vinci Communications. In the past, Mr. Harwell spoke to Mr. Barrymore about students with particular interest in music production and creating a pathway for those students interested in pursuing a career in production. There was a larger than expected interest at Da Vinci Communications for this pathway. The idea of this pathway class is to get students to create music from an emotional level vs. a theoretical level. Students with little or no music experience are also welcome to enroll in this pathway.

Dr. Brann asked if there will be a music space designed for students in the new campus. Mr. Harwell responded that there will be a space available for both music performance instruction and the technical side of the music program.

The two students who attended the board meeting, Sam Schafer and Omari Robinson, attempted to show the Board a video they created about the music and media pathway. Unfortunately, there were some technical difficulties so a link with the video will be sent to the trustees at a later time.

Mr. Harwell shared that Omari Robinson will be attending the Los Angeles College of Music in the Fall. This particular school is known as one of the music training grounds in Los Angeles. Mr. Harwell added that most of the major music acts are staffed with graduates from this program. Sam Schafer will be going to Berklee College of Music. Mr. Harwell believes this is one of the best music schools in the country.

Sam expressed that he's really enjoyed having the music and media pathway available to him since his hobby became his curriculum. He was also able to complete his college portfolio all while doing what he enjoys. Sam acknowledged Mr. Harwell's commitment to the students as he's been a great mentor to them.

Omari stated that since his involvement with the music program, he's been able to flex his collaboration skills more and develop this area for himself. This pathway has allowed him to feel like he has a space at school where he can create something he is passionate about. He too acknowledged Mr. Harwell and mentioned that these opportunities have really opened up his view about the different colleges in the field of music.

Metrics (by Chris Jones and Gloria White)

Dr. Wunder shared a drafted strategic plan outlining key strategic initiatives, core values, principles, our vision, and signature practices. A printed draft was distributed to each of the Trustees present.

Dr. Wunder shared that the costs of special education for non-public schools are increasing. Moreover, Dr. Wunder believes having a conversation about creating a new non-public school may be something to further discuss. He stated that Dr. Ring would be a key player in designing something of this nature.

Dr. Wunder shared that metrics are a key component in a strategic plan. Furthermore, to best serve our students and their needs, we need to know what is working best and what areas need improvement. Dr. Wunder believes that lowering the bar to have statistics appear better is not in the best interests for students. This is not what Da Vinci is about. He further believes that we can be very transparent with who we are and what our numbers are even if an area is really hard to measure. He also stated that we will not measure areas that are not in line with our kids or mission.

Dr. Jones and Ms. White led a discussion on how to measure our thoughts, ideas, beliefs and philosophies. Dr. Jones explained that the Strategic Plan is a draft and an unfinished document. The underlying question for metrics and how they are measured is: Was Da Vinci successful in supporting you to achieve your goals, and did we serve you well? The areas of measurement have been broken into buckets and they are as follows: school culture, staff culture, academic excellence, college readiness, career readiness, college and career success, happiness and self-awareness, broader impact, and operational excellence. Dr. Jones stated that some of these metrics are more difficult to measure, but they are equally as important to us. He reminded the trustees that all these areas will adjust overtime.

Ms. White discussed the importance about thinking of new ways to measures the areas listed above. She believes that we are ahead of where we have been in the past, but we also want to see that changes taking place from past to present. She also believes it is important to have a report card for each of our schools and programs. This will bring lots of visibility to our measurements. The goal is for data to be accessible and for school leaders to have the resources to take action and drive towards improvement.

Mr. Mora asked how they planned to proceed with metrics and if the Board members will be involved with more detail. He suggested discussing each measurable area one at a time so it's more defined and easier to understand.

Dr. Wunder informed the Trustees that a deeper discussion on metrics would take place at the joint Board meeting (with Da Vinci and Wiseburn). The joint Board meeting is scheduled for Saturday, April 29, 2017.

Approvals:

Items # 1-3,5-6

Approved as follows:

First: Mr. Mora

Second: Ms. Morgan

Motion carries: 4-0

Board Approvals Pulled

Item #4

#4- Role of the Academic Coach – Mr. Bañuelos asked Dr. Wunder to please clarify the role of an Academic Coach. Dr. Wunder clarified that academic coaches are instructional aides. For this particular hire, this individual is very qualified to support the needs of Da Vinci Extension.

Approved as follows:

First: Mr. Bañuelos

Second: Mr. Mora

Motion Carries: 4-0

Adjournment

The meeting was adjourned at 8:03 PM.

Approved