

Da Vinci Schools Board Meeting Minutes
April 26, 2011

- I. Call to order
Chet called to order the regular meeting of the Board for Da Vinci Schools on April 26, 2011 at 7:35am in the Wiseburn District Boardroom.

- II. Roll Call
The following people were in attendance: Chet Pipkin, Dr. Don Brann, Gary, Cheryl, Steve Wallis, Stefanie Fujinami, Dr. Nicole Tempel Assisi, Dr. Matt Wunder, Tom Cox, Art Lofton

- III. Approval of minutes from last meeting
Chet: Motion to approve
Art: Second

- IV. From the Board
 - a. Cheryl is going to get Carla an award from the Board
 - i. Carla did a great job with Chevron Challenge
 - ii. Category of awards – will motivate others
 - b. Don – news stories: charter schools/schools have corrupt financials; hurts us all when it happens; there have been terrible abuses, but we have great tracking of financials – Tom Cox and Gary

- V. Discussion Items
 - a. Matt – acknowledge Art: great technology from Northrup
 - b. Draft Budget
 - i. Tom Cox – Revise: prepared a budget with assumption of \$350,000 cut, we made enough cuts that we have a budget with \$250,000 to the good; we did this to cover more cuts (page 13); Art – timing – May cut, if cut will effect July budget; Don – do not know what money you have to work with in July because there are changes within first quarter and even cuts after that; frequently meet with Matt, Steve, Yolanda to refine and make sure we are in budget and make adjustments if needed; (Page 14) 9-12 budget – teachers, extra assignments, principal at each site, assistant principal at each site, executive director, technology – another person to support, custodial – another person to support, Art – where is the delta? one more technology person, new teachers, one more front office person, Don – separate piece on K-8? yes; (page 15 - Revenues) reduced amount per student ADA; Page 16 – Expenditures; Page 17 – beginning balance of 1.5 million – think it is going to go down – we have to fix up the Sepulveda site, more costs for K-8 to get ready for the next school year; page 18 – averages, go into more detail during closed session, Don – averages seem low, Matt – hired a lot of new teachers, cost us less, this year we are hiring more

experienced teachers so the experience level will average out, Don – teachers are amped up and we have to make sure we do not take advantage to keep that spirit going; page 19 – for this next year, we are looking at 906 students; page 21-22 – minimum we need to operate

c. Closed Session 8:30-10:00am

d. Innovation Academy

- i. Facilities – Tom – Charter needs to be amended for Independent Study piece.
- ii. Nicole – 2-Day program co-located with DV Science; workshops at OCF; working to make Independent Study program families feel more included; hold our own workshops on campus to work with our teachers to build community, not using outside vendors. Matt – there will be an amendment to the CUP with the city for OCF, want to get maximum enrollment there. Gary – Merge the K-8 and high school? Yes, high school students currently tutor and make presentations at Cabrillo and Peter Burnett. Tom Cox – Year One plan – Year two we will need to make adjustments. Restrooms – one for 2-8 grades, one for K-1, and one for staff. Possibly considering comfort station.
- iii. Nicole – Staffing - Teacher Hiring Events – May 7th and May 14th (Stefanie will send dates to you)
- iv. Nicole – Enrollment Day April 30th – Survey Data; in August, take 2-Day waitlist students and put them in Independent Study Program and pull from Independent Study Program to fill open spaces in 2-Day Program throughout the school year. Don – High Caucasian Population? Yes, that is what we have seen this far.
- v. Nicole – We have \$40,000 to run a feasibility study.
 1. Working with consulting group and political pull
 - a. Lisa Gillis is CEO
 - b. Carol Barkley – former head of Charter School Department at CDE
 2. 20% on K-12 basis for ADA
- vi. Events for next 3-6 months
 1. Move ahead for hiring process, contracts – Preliminary hires discussed in May meeting, all hires discussed in June meeting
 2. Purchase furniture
 - a. Chet – we are still using most recent budget presented? At the May 20th Meeting, we will have an updated budget and start-up costs.
 - b. Nicole – If it is okay, Nicole can get data to board 6 days before meeting instead of 7 days. Yes, okay.
 3. Chet – should this be presented to Wiseburn Board? Tom answered – yes, they should know who's working what. It can be presented Thursday in a current agenda item. He and Nicole will attend and present.

4. 21 students from Wiseburn school district – Board will be interested in number of students per grade level.
5. Chet – questions
 - a. Handbook – page 8 – Attendance – if this is not the right choice, you do not have to participate.
 - b. Page 16 – Readmission requirements? We can do that? Yes, from High School Handbook; current policy at high school.
6. Special Ed – 7% current; we are adding in \$50,000 to budget and met with SELPA to get input for Independent Study and workshops; school will make final recommendation for 2-Day Program or Independent Study Program
7. Chet – should we be categorizing the both programs as Independent Study? Nicole - Something to be discussed with Founding Family Group and Advisory Group. If students are not here 5 days a week, state used non-classroom based. Tom - State would call this all non-classroom. Number of non-classroom students can only be 20% of whole enrollment.
8. Chet - Brochure - \$150 stipend is confusing – call internal script, Da Vinci Dollars
9. Don – Special Needs kids number? 7% right now, we will receive IEP on Enrollment Day this Saturday. SELPA has been great resource.

VI. Action Items

1. Agenda item: Approve new salary schedule for principal, assistant principal, counselor and lead counselor.
Action: Bring back to board at May 5th meeting.
2. Agenda item: Approve new principal and assistant principal for Da Vinci Design.
Action: Appoint Colleen O'Boyle as Interim Principal and Maureen Moran as Interim Assistant Principal for the 2011-2012 school year.
Motion: Mr. Wayland; 4-0 in favor
3. Approve Director of New School Development to lead the teacher credentialing program and Beginning Teacher Support Programs for 2011-2012 school year.
Action: Not approved.
4. Ratify increase of \$300 for Nick Valbuena
Action: Removed from agenda.
5. Approve administrative assistant to support Executive Director with development and dissemination of teacher contracts, enrollment, and general administration. Not to exceed \$5000 for the period of May 1-June 30, 2011.
Action: Approved.

VII. Adjournment

Matt motion to adjourn the meeting at 11:59am. Gary motion to second.