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.