



**Da Vinci Schools
Board of Trustees Meeting Minutes
Monday, August 10, 2009**

Open Session

Meeting called to order by Don Brann at 9:13 a.m.

Board Members present:

Chet Pipkin, President (by phone)
Don Brann, Vice President
Cheryl Cook, Secretary
Gary Wayland, Treasurer
Art Lofton, Board Member

Administration present:

Tom Cox, Wiseburn Chief Business Official
Matt Wunder, Executive Director
Tom Johnstone, Wiseburn Superintendent

Visitors present:

Susan Andriacchi, Recording Secretary
Marshall Vallelunga, Da Vinci parent
Dennis Curtis, Wiseburn Board of Trustees

Minutes

Motion to approve minutes from July 16, 2009 with one correction,
Art Lofton – Aerospace not Air and Space
First: Wayland; Second: Cook; Motion carries.

From the Public

From Marshall Vallelunga:

- Transferability of college units – difficulty getting colleges to accept units from community colleges if student has not achieved associate's degree; need a plan to show how many classes they have to take term-by-term to achieve associate's degree.
 - Matt Wunder will have a proposal at the next meeting.
- Wireless Access – have a configuration sheet with user names and passwords for the students when they arrive.
- Da Vinci students will get a list of supplies the first week.

Information

Report of new facility subcommittee meeting – Don Brann

- Met with 4467 Partners, timeline to get new facility by summer 2012 is tight; will need to acquire location by December or January.
- 4 different sites to be proposed; Dr. Brann to have another meeting today
- Matt Wunder to have conversation with staff and principal about requirements for the new facility



- Assume that to use bond money, would need to locate the charter schools within Wiseburn's boundaries

Professional Development Plan Overview – Matt Wunder

- Creating “Da Vinci 1.0” – culture building, team building among staff
- 19 days of staff development planned for this year (8 days before school starts), plus 5 hours per week.
- Teachers are assessing Professional Development meetings as they happen, don't want to waste their time.

Nothrop Grumman Innovation Lab – Art Lofton

- Northrop Grumman committed for \$125k plus \$10k; will include money for cameras to document the work being done.

Supplies

- 400 backpacks were donated by Belkin; Celia Chickering coordinated it all; Board would like to extend its thanks to Celia.
- Studio Printing acquired money from Bank of Manhattan and Chevron to give every student a free planner

Articles on Board Members – Don Brann

- Inter-district transfer program, Cheryl's work
- Famous Wiseburn graduates, Chet Pipkin

Discussion Items

Enrollment and Recruitment Update – Matt Wunder – see handout

- 384 students in 9th grade; 192 each school; 36 on wait list.
- Added 32 students to 9th grade, will allow us to acquire special ed teacher who can also teach English part-time.
- 60 students in 10th grade, plus 4 foreign exchange students.
- August 11th Open House

Retention – Matt Wunder

- Office staff have contacted families by phone to make sure they are committed to attending.
- Kids will be put in “advisories” – groups to discuss healthy choices, college planning, team building.
- All teachers will make individual contact with the students in their advisories.
- Overnighter scholarship fund will be set up online.

Demographics:

- Think that Free and Reduced lunch will be over 50%



- Haven't captured precise results from Daily Breeze or Westchester News ads
- Wiseburn working on a charter application for K-8 school that would prepare students in project-based learning methodology at an early age.

Budgets and Financials – Tom Cox

- State budget amendment cut \$26 billion; every school district including the charters will get a \$250 cut per ADA; impact is \$110k reduction of income.
- A certain amount has to be given to schools in order for State to keep it's federal stimulus money, so we may be at the bottom of all the cuts to schools.
- Federal government grants – think the cash flow will be quicker, put \$250k in the current budget but may get up to \$400k from federal, which will offset ADA hit.
- Categorical block grant did pass, not a risk factor anymore; negative news is that dollar amount will be frozen for the next 4 years.
- Budget will be updated after we're sure of our enrollment.
- Worker's Comp and General Liability Insurance with CCSA (through Gallagher); WC rate is \$2.15 per 100; total cost will be \$50-60k depending on payroll
- Does our final adopted budget have to be available to the public? Public via the meetings, not required to put it on the website.
- Tax filing has to be available to the public; dependent charter up through June 30, 2009, independent thereafter.

Insurance and Benefits – Tom Cox

- Health Insurance through CA Charter Schools Association (CCSA).
- Options will include Kaiser, HMO through Aetna, POS plan through Aetna, dental plan through Guardian; covered by \$5500 per employee.
- Decided not to do cash back for employees not participating.
- 125 plan – tax free money set aside to cover child care and health expenses, slight financial risk if an employee takes the full reimbursement before contributing the full amount through payroll.

Facility/Technology Update – Matt Wunder

- Wiseburn staff has worked overtime to get Da Vinci ready to open.
- Not everything will be done, but nothing material that will affect school opening
- Laptops are here, Jaime working overtime to get them to teachers.
- Phone infrastructure is almost ready.
- Using Wiseburn servers right now.
- When Da Vinci servers arrive, plan to get them configured and running asap, with help from Art Lofton's staff at Northrop Grumman.
- Belkin has donated additional equipment and accessories.

Hiring Update – Matt Wunder



- Handout for Board members with confidential salary information, all but 2 teachers have signed contracts.
- Salary average \$58,310; two teachers on 2-month contract pending enrollment

Richstone Family Center – Matt Wunder

- Original budget was for 3 LMU interns for school counseling plus \$10k for family counseling at Richstone; Richstone was cut when the budget was reduced.
- Smet Foundation donated \$10k for Richstone to provide family counseling; to be paid to Richstone as counseling services are used.
- Need a contract or letter of intent from Richstone at next Board meeting.

Cash Flow – Tom Cox

- Wiseburn can loan money to Charter with interest.
- Next Wiseburn Board meeting has approval item that Wiseburn can loan up to \$600k to Da Vinci.
- Make this an action item on the next Da Vinci agenda.

Organization Names – Matt Wunder

- Officially change name from STEM Project Center to Da Vinci Science
- Form to fill out with state
- Make this a consent item on the next agenda.

Upcoming Events Next Board Meeting Monday, September 14th, 9am-11am.
Be ready to have a special meeting August 19-20, if needed.

Adjournment Meeting adjourned at 11:00am.