



Da Vinci Board of Trustees Meeting

Tuesday, October 17, 2017

Minutes

Call to Order

The Regular Da Vinci Board of Trustees Meeting was called to order at 8:04 a.m. by Dr. Donald Brann, Vice President.

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
Marshall Mayotte, Chief Financial Officer, Da Vinci Schools
Dr. Scott Weatherford, Principal, Da Vinci Communications
Kate Parsons, Principal, Da Vinci Design
Steve Wallis, Principal, Da Vinci Science
Kim Merritt, Director, Da Vinci Extension
Yolanda Saldaña-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
Alison Wohlwerth, Administrative Manager, Da Vinci Schools
Tom Johnstone, Superintendent, Wiseburn Unified School District

Public Comments

No comments.

From the Board

Mr. Bañuelos congratulated the Robotics team on their last competition. He said that he is looking forward to visiting the other schools. Mr. Mora mentioned that it was the final day of fire system testing at the new campus.

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 the move-in date.

Dr. Brann mentioned traffic safety at the intersection of Douglas and Utah, and that the Wiseburn Board is working on it with the City of El Segundo. Dr. Brann also spoke about getting media coverage for the opening of the new campus. Ms. Levenson said that she has been meeting with Gensler, and is working on organizing media tours. Dr. Brann said that he wants to see the actual schools and school culture highlighted, not just the facility.

From the CEO

Dr. Wunder mentioned the fire alarm at the temporary office caused by some students and the unfortunate timing considering the request for a lease extension. He also spoke about the DVIA Reboot

meeting and the hard work Michelle Rainey has done on it. The DVIA charter is up for renewal for the 2018-19 year. Dr. Wunder asked the Board to consider sitting in on some of the DVIA charter planning meetings.

The WUSD Board, Dr. Johnstone, Dr. Wunder, Dr. Jones, and hopefully Mr. Vince Madsen are meeting for preliminary facilities planning on Saturday 10/28 before bringing options to the Board. Dr. Brann asked for a memo on the meeting. Dr. Wunder said that Gensler has been asked to help with a Facility Master Plan.

He said that he and Mr. Mayotte are meeting with Gary Wayland to discuss possibly creating an education foundation. The Board will be kept apprised over the next few months. Last, he mentioned working on a teacher credentialing grant, on which Steve Wallis has been working with LMU. The grant will be brought to the Board for ratification in November; the deadline is next week.

Sanctuary Schools/DACA Presentation

Kate Parsons, Frank Solis, Scott Weatherford presented a proposal to have Da Vinci Schools become Sanctuary or Safe schools. Cinthya, a senior at Da Vinci Design and DACA recipient, spoke before the Board. Ms. Parsons described the proposed policy to protect students and faculty and ensure students' access to education. Dr. Weatherford outlined key policy components such as limiting sharing of student information with federal immigration authorities, and restricting authorities' access to campuses. He added that the Board is being asked to adopt the policy in order to provide clarity and support for the schools, staff, and students. This presentation allows the Board a first reading of the proposal; it will be presented to the Board next month for approval. Dr. Brann said that he would like to learn more about SB54, recently signed by Governor Brown. Mr. Mora wanted to know if there is a downside/negative effect. Dr. Wunder said that approving a policy or resolution would send a clear message to Da Vinci students, families, and staff. Mr. Bañuelos thanked the presenters for bringing this forward. The Board thanked the presenters.

Institute/Incubator Presentation

Scott Weatherford, Kate Parsons, and Natasha Morse gave a presentation on the Institute/Incubator. Dr. Weatherford said the Da Vinci Institute helps disseminate Da Vinci practices such as Real World Learning, Project Based Learning, and Mastery Based Grading. Da Vinci Institute has worked with educators from across the country and the globe, providing external support for other organizations (i.e., Da Vinci-style Professional Development workshops, school tours, conferences, SPED instructional aide training, etc.). The Institute also provides internal support (i.e., teacher credentialing, SPED instructional aide training, educator workshops, Real World Learning industry partner workshops for teachers, many of whom have never worked in large companies). Da Vinci charges fees comparable to the few other organizations that do this type of work.

Ms. Parsons spoke about the Incubator and supporting those who wish to improve an existing program or launch a new Da Vinci-inspired school. Ms. Morse spoke about the other probable Incubator option: a full-time, one-year fellowship. Dr. Wunder said that we have not been able to keep up with demand. Ms. Morse reiterated that creating the Incubator/Institute is more cost effective and has a greater reach than opening a new Da Vinci school and also provides teachers and students opportunities for professional growth.

Dr. Wunder spoke about the Sandbox at the new building, which would be a workspace for the Institute and Incubator. Three anchor “tenants” are being considered: Southern New Hampshire University, UCLA Extension, and Year Up. Mr. Mora wanted to know about funding. Dr. Brann asked for a copy of the slide deck.

Financial Update

Mr. Mayotte mentioned that the PowerPoint sent out to the Trustees yesterday contained a miscalculation. He will correct and re-send it.

He spoke about Charter School Management Corporation (CSMC), the company with which we work on financials. September financial information, with its first major payroll run of the year, has not been released yet; therefore Mr. Mayotte can’t create a proper projection at this time. Mr. Mayotte is attempting to make the financial information more dynamic and more usable. He is also attempting to customize the schools’ financial organization so that the schools’ financials work together and are easier to analyze. He said that one of the issues is that when CSMC looked at the Da Vinci schools’ independent study programs (DVX, DVIA, RISE), fundraising creates “noise” which obscures the picture of each school. Mr. Mora said in the beginning of Da Vinci Schools, separate financials for each school were discussed, but were too complicated to execute.

Facilities Update

Dr. Jones said that testing all the systems together has never been done before. Depending on the results, the students could move either in November or in January. Continental Development has extended the lease to November 8, but we will request an extension through the end of December. Mr. Mora said that the Wiseburn Board is adamant that move-in happens only with a certificate of occupancy. The Wiseburn Board is not interested in establishing a manual fire watch. Dr. Jones said that another factor in move-in date is the technology issue – configuring the technology will require many hands. He is preparing to ask the Wiseburn district to lend a couple of people to help, and Da Vinci will increase staff for this.

CAASPP Update

Dr. Jones presented an update on CAASPP (California Assessment of Student Performance and Progress) testing. The test covers English/Language Arts and Mathematics, and is a more statistically fair test than before. How did Da Vinci do? For the 2017-18 year in English/Language Arts, DVIA’s results were 78-80% as opposed to 44-49% for the State. In Math, DVIA results were 54-68% as opposed to 34-47% for the State. For 11th grade (all four Da Vinci high schools combined), Da Vinci results were 80% ELA, 44% Math, as opposed to 60% and 32% for the State, respectively. These figures represent an increase in ELA and Math results over time from 2015 to 2017.

Approval of Minutes

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

Motion to Approve: Mr. Mora Seconded: Ms. Morgan
meeting prior to this vote)

Vote: 4-0-0 (Mr. Pipkin left the

Approvals

Item# 1 was removed due to an error – it should not have been in the packet.

Items #2-11 were approved as follows:

Motion to Approve: Mr. Mora Seconded: Mr. Bañuelos Vote: 4-0-0

Closed Session

Closed Session was entered at 9:32 a.m.

1. Anticipated Litigation

Significant Exposure to litigation pursuant to Gov. Code §54956.9(b):

Public Session reconvened at 9:50 a.m.

Closed Session Reporting

Dr. Brann reported that no action was taken in Closed Session.

Adjournment

The meeting was adjourned at 9:50 a.m.

The next Regular meeting of the Board of Trustees will be on Monday, November 27, 2017 at 5:30p.m.

APPROVED



Board of Trustees Meeting
Tuesday, October 17, 2017
7:55 AM – 10:09 AM

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

Da Vinci Board Approvals – Voted

1. Approve New Hires. **Item removed – originally included in error.**

Approval: Motion: 1st 2nd Vote

2. Approve Consultant's Agreement with JoAnn Isken to advise and support Da Vinci Schools on categorical program items in the 2017-2018 school year to include: serving as CTE Coordinator; updating LEA/Single Plans for Student Achievement; updating plans and procedures to comply with new ESSA requirements; and completion of Perkins Career Technical Education Pathways, at a rate of \$85 per hour. Total not to exceed \$25,000, to be taken from CTEIG, CTEFP, and Title I funds.

Approval: Yes Motion: 1st Mr. Mora 2nd Mr. Bañuelos Vote 4-0-0

3. Approve Ann Zumwinkle at Zumwinkle.com to serve as website Auditor pursuant to the terms of the voluntary Resolution Agreement with the Department of Education Office of Civil Rights web accessibility complaint, Case No. 09-16-7027 (costs previously approved on July 17, 2017).

Approval: Yes Motion: 1st Mr. Mora 2nd Mr. Bañuelos Vote 4-0-0

4. Approve the hiring of up to two part-time interns to assist with the transition to new systems (e.g. time & labor and accounts payable). The total cost, not including employer contributions, should not exceed \$15K through the end of June 2018.

Approval: Yes Motion: 1st Mr. Mora 2nd Mr. Bañuelos Vote 4-0-0

5. Approve Title I spending allocations, if funds are available, to the following types of expenditures, and ensure that qualified expenditures that are funded from Title I are actually expensed against those programs when they are not formally put into spending plans:
- a. Non-enrichment/credit recovery summer school classes
 - b. Extra classes, also known as auxiliaries, to reduce class sizes in English, mathematics, and science classes.
 - c. Any programs and classes that may improve students' performance in English, mathematics, and science classes.

Approval: Yes Motion: 1st Mr. Mora 2nd Mr. Bañuelos Vote 4-0-0

6. Approve Memorandum of Understanding with Pepperdine University which allows for the provision of individual and group counseling to Da Vinci Extension students, by first-year Pepperdine GSEP doctoral students at no charge to the student or school. The term becomes effective October 2017 to October 2018. No impact to budget.

Approval: Yes Motion: 1st Mr. Mora 2nd Mr. Bañuelos Vote 4-0-0

7. The Da Vinci Schools Board of Trustees approves CTE Facilities Program grant applications for the following pathways: Computer Science (DVC), Strategic Communications (DVC), Music & Media (DVC), Digital Design (DVD), Architecture (DVD), Engineering (DVS), and Biomedical (DVS). No Impact to budget.

Approval: Yes Motion: 1st Mr. Mora 2nd Mr. Bañuelos Vote 4-0-0

8. Approve the signature authority matrix. This provides a guide as to which positions have actual authority into entering agreements on behalf of the school entity(ies).
This item was previously withdrawn by Dr. Wunder for re-presentation in October.

Approval: Yes Motion: 1st Mr. Mora 2nd Mr. Bañuelos Vote 4-0-0

9. Approve the schools' signers for "Orders for Salary or Commercial Payments, Notices of Employment, and Contracts" to Matthew Wunder (CEO) and Marshall Mayotte (CFO). Authorizers will sign and send the "Certification of Signatures" to LACOE. No impact to budget.

Approval: Yes Motion: 1st Mr. Mora 2nd Mr. Bañuelos Vote 4-0-0

10. Approve the expenditures of the Education Protection Account (EPA) funds to support teacher salaries and benefits for the 2017-18 school year. These funds are attributable to the additional tax revenues to support education funding.

Approval: Yes Motion: 1st Mr. Mora 2nd Mr. Bañuelos Vote 4-0-0

11. Approve Title I spending allocations for all schools in the organization, if funds are available, to the following types of expenditures:

- Non-enrichment / credit recovery summer school classes
- Extra classes, also known as auxiliaries, to reduce class sizes in English, mathematics and science classes.
- Any programs and classes that may improve students' performance in English, mathematics and science classes.

Purpose: Ensure that qualified expenditures that are funded from Title I are actually expensed against those programs when they are not formally put into spending plans.

Approval: Yes Motion: 1st Mr. Mora 2nd Mr. Bañuelos Vote 4-0-0