



**Da Vinci Schools Board of Trustees Meeting**  
**Monday, September 18, 2017**  
**6:20 P.M.**

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

**CALL TO ORDER**

**6:20 P.M.**

**BOARD MEMBERS:**

Chet Pipkin, President  
Donald Brann, Vice President  
Brian Meath, Treasurer  
Jennifer Morgan, Secretary  
Art Lofton, Trustee  
Israel Mora, Trustee  
Roger Bañuelos, Trustee

**ADMINISTRATION:**

Matthew Wunder, Chief Executive Officer, Da Vinci Schools  
Chris Jones, Chief Operating Officer, Da Vinci Schools  
Tom Cox, Chief Financial Officer Emeritus, Da Vinci Schools  
Marshall Mayotte, Chief Financial Officer, Da Vinci Schools  
Scott Weatherford, Principal, Da Vinci Communications  
Kate Parsons, Principal, Da Vinci Design  
Michelle Rainey, Principal, Da Vinci Innovation Academy  
Kari Croft, Principal, RISE High, Da Vinci Schools  
Steve Wallis, Principal, Da Vinci Science  
Adam Eynon, Assistant Principal, Da Vinci Communications  
Megan Martin, Assistant Principal, Da Vinci Design  
Kaitlin Toon, Dean of Students, Da Vinci Innovation Academy  
Erin Whalen, Assistant Principal, RISE High, Da Vinci Schools  
Erin D'Souza, Assistant Principal, Da Vinci Science  
Mary Ring, Chief of Student Services, Da Vinci Schools  
Kim Merritt, Director, Da Vinci Extension  
Yolanda Saldaña-Bautista, Director of Employee Support Services,  
Da Vinci Schools  
Carla Levenson, Director of External Relations, Da Vinci Schools  
Natasha Morse, Director, Real World Learning, Da Vinci Schools  
Alison Wohlwerth, Administrative Manager, Da Vinci Schools  
Tom Johnstone, Superintendent, Wiseburn Unified School District

**FROM THE PUBLIC**

Individual speakers shall be allowed three minutes to address the Board. Non-English speakers who use a translator shall have six minutes in which to address the Board. The Board shall limit the total time for public input to 20 minutes. Members of the community may give input on a specific agenda item. Community members who wish to address the Board on a specific agenda item should identify themselves to the chair during the Public Comment period. The chair will then recognize such individuals who wish to speak on a specific agenda item at the appropriate time.

**INFORMATION**

- From the Board
- From the CEO
- Financial Update
- Facilities Update
- Institute/Incubator Update

## **ACTION ITEMS**

Approval of Minutes of August 28, 2017 Meeting

Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Vote \_\_\_\_\_

### **Personnel**

1. Approve New Hires.
2. Approve Closing Assignments for Non-returning Employees.
3. Approve Academic Coaches for the Winter Season.
4. Approve 2017-2018 Staff Stipends.

### **Fiscal**

5. Approve Consultant's Agreement with Space Innovation Academy for Da Vinci Science Seminar.
6. Approve Services Agreement with Jessica Cohn.
7. Approve Adding Music & Media and Biomedical Pathways to the Education Research Consultants' Service Agreement for the Career Technical Education Facilities Grant.
8. Approve Administrative Loan Partnership Memorandum of Understanding between Da Vinci Schools and Wiseburn Unified School District.
9. Approve Signature Authority Matrix.
10. Approve the Career Technical Education Financial Incentive.
11. Approve the List of Prohibitive Purchases.
12. Approve Elimination of School Credit Cards under the Director of Employee Support Services.
13. Approve Removal of Director of Employee Support Services from Online Bank Account Responsibilities.
14. Approve Giving Online Bank Account Management Responsibilities to Chief Financial Officer.
15. Approve Moving Credit Cards to Chief Financial Officer's Name.
16. Approve Unaudited Actuals.
17. Approve Da Vinci Schools' Volunteer Handbook.
18. Approve Da Vinci Schools' Employee Handbook.
19. Approve and Adopt Board Policy 6163, Administrative Regulations, Guidance Documents, and Forms Relating to Service Animals.
20. Approve HCI Systems, Inc. Fire/Intrusion/AOR Monitoring Agreement

## **CLOSED SESSION**

(During the Closed Session, the Board may consider personnel matters; negotiations; collective bargaining; matters related to students; security matters; conference with real property negotiators; pending litigation; JPA/self-insurance liability claims and review of assessment instruments.)

Conference with Legal Counsel – Anticipated Litigation

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

## **RECONVENE TO OPEN SESSION**

### **CLOSED SESSION REPORTING**

Brown Act Review

## **ADJOURNMENT**

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The agenda and documents in the agenda packet will be made available, if requested, in appropriate alternative formats to any person with a disability as required by the ADA, 42 USC section 12132, and the federal rules and regulations adopted in implementation thereof. To request a disability-related modification or accommodation, including auxiliary aids or services, you must contact Matthew Wunder at 310-725-5800 at least 48 hours before a regular meeting, and at least 12 hours before a special meeting. (Government Code §54954.2(a)(1).)