Board of Trustees Meeting Minutes
Thursday, July 16, 2009

Open Session

Meeting called to order at 8:30 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, Business Official, Wiseburn
Matt Wunder, Executive Director
Nicole Tempel, Founding Principal
Erin Hughes, Assistant Principal and Teacher
Tom Johnstone, Wiseburn Superintendent

Visitors present:
Susan Andriacchi, Recording Secretary
Marshall Vallespungo, Da Vinci parent

Minutes

Motion to approve minutes from June 18, 2009.
First: Wayland; Second: Pipkin; Motion carries.

From the Public

No comments from the public.

Information

- Meeting is being chaired by Don Brann.
- Report at 9:30am from real estate partnership about a model for developing a future site for Da Vinci schools.
- Will need a closed session at the end of the meeting.

Action Items

- Motion to accept, with regrets, resignation of Ron Smith as Board Member
  First: Pipkin, Second: Wayland; Motion carries.
- Approve Art Lofton, CIO of Air and Space (Aerospace?) Systems, Northrop Grumman, as new Board member.
  First: Cook; Second: Pipkin; Motion carries.

Discussion Items

Enrollment and Recruitment Update – Matt Wunder – see handouts
- 9th grade is slightly overenrolled, wait list of 126.
- 10th grade enrollment is low, 29 accepted students
- Don Brann concerned that August 17 start date may lead to some students leaving Da Vinci when other schools open in September; retention efforts are needed.
• Don Brann recommends not bringing in more students than available seats, bring them in as seats become available.
• Staff will decide whether 10th grade will be 32 or 64 students by next Tuesday or Wednesday, July 21-22.
  o Plan A – 64 10th graders, decrease 9th graders by 32, total of 416.
  o Plan B – 32 10th graders, increase 9th graders by 32, total of 416.
• ADA target for budget was 400 students.
• 10th grade barbecue, Monday July 20th, 5-7pm -- Nicole Tempel
  o Matt, Nicole, and Steve invited students by personal phone call.
  o Teachers will be present, will conduct tours of campus.
  o Try to get the students committed to Da Vinci.
• 29 accepted students are all ready for 10th grade; quite a few students from Manhattan Beach and private schools.
• Student population comes from over 84 different schools in this neighborhood.
• Advertisement was in Westchester newspaper and Daily Breeze
• Da Vinci Overnighter – Erin Hughes – see handout
  o Part of retention strategy, to build rapport, community and identity within each school
  o Would happen after school starts, in rotations 10th grade, 9th grade science, 9th grade design on separate days
  o Is the 2nd week too late? Mira Costa starts that same week; does it accomplish what we want? Dates were picked based on camp’s availability.
  o Overnighter is not in the budget; recommendation that this users pay $90 per student. Offer scholarships too, but everyone has to pay at least $10.
  o Gary will discuss bus costs with Erin Hughes, may be able to find a better deal.
  o Legally, if this event is on one of the school days, we have to offer an alternative to the child who cannot even afford the $10. Not all students will be there at the same time, so school will be in session.
  o Staff hopes that Board members can come and visit the camp in Ramona while it’s in session.
  o Direction from Board – try to offer this at $90 per family
  o Designate a staff member as a contact for scholarships.

Budget and Financials – Tom Cox
• State hasn’t announced final budget cuts

Development Update – Matt Wunder
• Received a pledge of $10,000 from a family.
• Matt Wunder met with Yesenia Ramirez of Raytheon, Raytheon is looking for a full plan.
• Dianne Levitt has identified several foundations to approach.
• A major West Los Angeles based foundation has agreed to donate $10,000.
• Don Brann will approach Chevron.
• Weingart Foundation – cannot give a grant to Da Vinci in case categorical funding falls through; but excited about Da Vinci and profile of students that we will be serving, would be interested in supporting capital programs.

Technology Update – Matt Wunder
• Fairly good laptop bid, will have to place order by tomorrow to make sure laptops are available by August 10th.
• Leaning towards HP, third party vendor may subsidize price; HP price is under our budget.
• Jaime Hernandez is starting on Monday.

Early College Update – Matt Wunder
• Working with El Camino College, also talking to Webster and National.
• College classes to 9th grade? Yes, if they’re the right classes.
• El Camino will be offering speech starting in 2nd semester.

Consent Items
• Authorize entering into agreement with CalSTRS for coverage of certificated employees of STEM Project Center, State Charter #1060 (Wiseburn 21st Century Charter Schools/Da Vinci Science).
  
  Motion - First: Wayland; Second: Cook; Motion carries.

• Authorize entering into agreement with CalSTRS for coverage of certificated employees of Da Vinci Design, State Charter #1081 (Wiseburn 21st Century Charter Schools).
  
  Motion - First: Wayland; Second: Cook; Motion carries.

• Approve Resolution for filing of Application for State Unemployment/Sate Disability Insurance for STEM Project Center, State Charter #1060 (Wiseburn 21st Century Charter Schools/Da Vinci Science).
  
  Motion - First: Wayland; Second: Cook; Motion carries.

  
  Motion - First: Wayland; Second: Cook; Motion carries.

• Approve Resolution for LA County Office of Education to Issue Funds for charter schools for STEM Project Center, State Charter #1060 (Wiseburn 21st Century Charter Schools/Da Vinci Science).
  
  Motion - First: Wayland; Second: Cook; Motion carries.

• Approve Resolution for LA County Office of Education to Issue Funds for charter schools for Da Vinci Design, State Charter #1081 (Wiseburn 21st Century Charter Schools).
Motion - First: Wayland; Second: Cook; Motion carries.

- Authorize Da Vinci Schools Executive Director, Matt Wunder, Wiseburn Chief Business Official, Thomas J. Cox, and/or Wiseburn Director of Budgets/Accounting, Faye T. Higashi to provide the necessary signatures for LA County Office of Education commercial warrants and other documents for STEM Project Center, State Charter #1060 (Wiseburn 21st Century Charter Schools/Da Vinci Science).

Motion - First: Wayland; Second: Cook; Motion carries.

- Authorize Da Vinci Schools Executive Director, Matt Wunder, Wiseburn Chief Business Official Thomas J. Cox, and/or Wiseburn Director of Budgets/Accounting Faye T. Higashi to provide the necessary signatures for LA County Office of Education commercial warrants and other documents for Da Vinci Design, State Charter #1081 (Wiseburn 21st Century Charter Schools).

Motion - First: Wayland; Second: Cook; Motion carries.

- Authorize Don Brann, Vice President, to sign as President of the Board of Trustees in Chet Pipkin’s absence.

Motion - First: Wayland; Second: Cook; Motion carries.

- Authorize hiring Joey Kaneda for landscaping work in July and August at $12 per hour; $1500 maximum.

Motion - First: Wayland; Second: Cook; Motion carries.

Special Presentation – Brian Polkinghorn and Bob Tarnofsky – see handout

- 4467 partners – purchased and remodeled an existing facility for Hawthorne Math and Science Academy, 600 students
- Business structure provides flexibility to district: can develop the property swiftly, facilitate the capital (used redevelopment agency funds in phase I)
- Real estate partnership owns the asset, charter school leases from partnership with specific opportunities to purchase the asset; can balance rent vs. purchase for different phases of the project.
- Comparison – partnership built HMSA phase II in 5 months, plans for Dana rebuild sat in state office for 26 months.
- Rent flexibility – additional payments towards purchase when funds are available allows reduction of rent.
- Phase III improvements – multi-purpose and lunch area, classrooms, administrative space, library, converted old parking lot to athletic area, created a jogging track around campus
- Partnership makes acquisition, plan the development of the asset, construction or renovation according to the charter school’s needs – District puts up some funds as option payments which count towards future acquisition cost; residual cost converts to extended lease, lease rates are tiered based on school’s flow of funds.
Loans are conservative, low leverage due to equity capital committed by partnership, stability of school district; biggest issue might be State of CA budget crisis.

4467 partnership includes mortgage banker and architect.

HMS Costs: Phase I $2.7M; Phase II $4M; Phase III $7M; now in a buyer's market

Closed Session
The Board entered Closed Session at 10:20 a.m. and reconvened to Regular Session at 10:47 a.m.

Declaration of items from closed session:
- Staffing salary issues were discussed, no decisions to report.

Upcoming Events
10th grade barbecue, Monday, July 20th, 5-7pm
Next Board meeting Monday, August 10th, 9-11 a.m.

Adjournment
Meeting adjourned at 10:50 a.m.