



**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 Vallelunga, 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.
 - Plan A – 64 10th graders, decrease 9th graders by 32, total of 416.
 - 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
 - Matt, Nicole, and Steve invited students by personal phone call.
 - Teachers will be present, will conduct tours of campus.
 - 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
 - Part of retention strategy, to build rapport, community and identity within each school
 - Would happen after school starts, in rotations 10th grade, 9th grade science, 9th grade design on separate days
 - 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.
 - 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.
 - Gary will discuss bus costs with Erin Hughes, may be able to find a better deal.
 - 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.
 - Staff hopes that Board members can come and visit the camp in Ramona while it's in session.
 - Direction from Board – try to offer this at \$90 per family
 - 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 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/State Disability Insurance 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 filing of Application for State Unemployment/State Disability Insurance for Da Vinci Design, State Charter #1081 (Wiseburn 21st Century Charter Schools).
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 S'TEM 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.

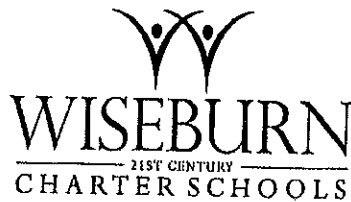
Motion - First: Wayland; Second: Cook; Motion carries.

- 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.