



Board of Trustees Meeting Minutes
Thursday, June 4, 2009

Open Session

Meeting called to order at 9:02 a.m.

Board Members present:

Chet Pipkin President
Don Brann Member
Cheryl Cook Member
Gary Wayland Member

Administration present:

Tom Cox Business Official, Wiseburn
Matt Wunder Executive Director

Visitors present:

Susan Andriacchi Recording Secretary
Marshall Vallelunga Da Vinci parent

From the Public

No comments from the public.

Information

No information from the Board and staff.

Minutes

Motion to approve minutes from May 21, 2009.

First: Brann; Second: Cook; Motion carries.

Discussion Items

Budget and Financials – Chet Pipkin – see Budget Risks and Opportunities handout

- Top risks: enrollment, state budget crisis, changes to block funding due to poorly written legislation
- Potential actions: reduce expenses, raise more money, run a bigger deficit
- Wiseburn School District has already seen \$2.5M reduction in the last 5 months, but will also get over \$1M in federal stimulus funds.
- Charter school does not have access to stimulus funds, only available to schools that received ADA last year.
- Loss of \$158,000 in ADA
- Matt Wunder is working on a financial development plan.
- Risk mitigation:
 - \$70k from SELPA is not in the budget
 - Increase enrollment to 32 per class; Tennessee study found no significant difference in achievement between 24, 28, 32 students; still parallel to Vistamar in class size; study doesn't address teacher morale or parent perception
 - 2 teachers on a month-to-month contract, not permanent until enrollment is high enough
- Goal is to have a 3% reserve



- Direction from the Board: comfortable with class size going to 32, would not like to rely on fundraising campaign to balance the budget

Enrollment and Recruitment update – Matt Wunder – see handouts

- Started registration process
- Enrollment incentive plan – starting the school year early is an advantage
- DaVinci logo is ready, can change sign in front of school
- Confident we will get 390 for 9th grade
- 30 students interested in 10th grade

Federal Tax Exempt Status – Gary Wayland

- applied October 2008; review process is taking longer because there are a lot of charter school applications
- all requests for information have been met, expect to get 501(c)3 letter in the next 7-10 days

Development Update – Matt Wunder

- subcommittee for development appointed by Chet Pipkin: Gary Wayland and Cheryl Cook
- the liaison with Wiseburn Board on building name issues is Brian Meath

Facility and Technology Update – Matt Wunder

- on target to be operational at school opening
- technology plan/orders to be complete next week, will have to push AT&T to meet our deadline

Hiring Update – Matt Wunder

- identified and signed contracts with 10 top notch teachers
- signed MOU with Teach For America, will get two teachers
- identified Design teacher and IT person
- one Engineering and one Humanities teacher may be signed on monthly contracts
- current salary average is \$58,500
- still need to hire RSP teacher, Spanish teacher, two 0.5 elective teachers for Spanish and Design, suggest we don't hire part-timers until August
- Arts Center in Pasadena has offered free staff development for 6 teachers
- will go to High Tech High for project-based learning training
- Don Brann requested file of teachers hired

Early College Update – Matt Wunder

- Tom Johnstone and Matt Wunder to meet with El Camino president next week
- Early College program to be launched in second semester
- will try to secure separate funds



Board Member replacing Ron Smith – Matt Wunder

- Matt has communicated with Frank Flores, Northrop Grumman
- Frank is working with Northrop Grumman Foundation for support of Da Vinci
- proposes Art Lofton, Sector VP with Northrop Grumman, as new Board Member

Consent Items

- Approve WASC as our chosen external reviewer
- Approve hiring of elective teachers (1 FT Spanish and 1 FT Design)
- Approve Bylaws – Gary Wayland
 - Changes: Board size is 5; term of office is 2 years and until successor qualifies; no compensation for Board members; regular meetings? use same language as petition; quorum will consist of 3 members; Officer roles – Treasurer (Gary Wayland), Vice President (Don Brann), Secretary (Cheryl Cook)
- Approve Whistle Blower and Record Retention policies

Motion to approve all consent items, including bylaws with discussed amendments.

First: Brann Second: Cook; Motion carries

Closed Session

The Board entered Closed Session at 10:36 a.m. and reconvened to Regular Session at 11:03 a.m.

Declaration of items from closed session:

- Board approved hiring director of technology subject to candidate notifying current employer and subsequent reference checking.
- Board generally approves changes in expenses for personnel subject to comprehensive budget plan to pay for these changes/increases to budget.
- Board advised staff to continue to review references and qualifications of elective teachers.
- Board approves partnership with Vistamar School to develop collaboratives that bring shared services and personnel to our respective organizations.

Upcoming Events

Next Board meeting June 18th, 9:00 a.m. – 11:00 a.m.

Adjournment

Meeting adjourned at 11:04 a.m.