



Board of Trustees Meeting
13530 Aviation Blvd., Hawthorne CA 90250
Meeting Minutes
Monday, October 17, 2016

Don Brann, Vice President	Matthew Wunder, Chief Executive Officer, Da Vinci Schools
Brian Meath, Treasurer	Nathan Barrymore, Principal, Da Vinci Communications
Jennifer Morgan, Secretary	Kate Parsons, Principal, Da Vinci Design
Roger Bañuelos, Trustee	Michelle Rainey, Principal, Da Vinci Innovation Academy
Israel Mora, Trustee, via phone	Steve Wallis, Principal, Da Vinci Science
	Kim Merritt, Director, Da Vinci Extension, Da Vinci Schools
	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
	Tom Cox, Chief Financial Officer, Da Vinci Schools
	Steve Rabas, Director of Fiscal Services, Da Vinci Schools
	Alison Wohlwerth, Executive Assistant, Da Vinci Schools
	Chris Jones, Deputy Superintendent, Wiseburn Unified School District
	Tom Johnstone, Superintendent, Wiseburn Unified School District

Call to Order

Meeting was called to order at 6:00 PM by Dr. Brann.

From the Board

Mr. Bañuelos shared that he’s hoping to hold an Open House at the new Wiseburn High School facility on Saturday, January 21 from 10 am to 2 pm; the public will be invited, as well as the Wiseburn and Da Vinci Boards. This date is not final; however, he wanted to make the Board aware of the plan.

Dr. Brann said that there has been a spate of good news in the last month, including the XQ Super School grant; after eight years it continues to be a pleasure working with Da Vinci Schools.

Mr. Mora arrived via phone at 6:02 PM.

Approval of Minutes

Minutes from September 19, 2016 were approved with no changes.

First: Mr. Meath

Second: Ms. Morgan

Motion carried: 4-0

Mr. Bañuelos abstained, as he was not present at the September 19, 2016 meeting.

Board Approval

Items # 4, 5, 6, 7, 10, 14, 17, 18, 19

Approved as follows:

First: Mr. Meath

Second: Mr. Mora

Motion carried: 5-0

Board Approvals Pulled

Items # 1, 2, 3, 8, 9, 11, 12, 13, 15, 16

Item #1

Mr. Bañuelos asked about the Uniform Complaint Procedures & Policy and the possible extension to the six months deadline for filing a complaint. He sought a statute for six months without an extension unless the complaint moves to a hearing. Mr. Bañuelos also wanted to ensure that an appeal would be heard first by the Da Vinci Board, then by the CDE. Dr. Brann suggested the policy amendments be reviewed by counsel.

Board Approval

Item #1, with two amendments

First: Mr. Bañuelos

Second:

Motion: Withdrawn, pending review

Items #2 & #3

Mr. Bañuelos asked about the dollar amount of item #2. Mr. Cox responded that there are various hourly rates; Da Vinci is not currently using these services, but wants to have an agreement in place.

Dr. Brann inquired about hiring a Da Vinci nurse; Ms. Saldaña-Bautista noted that it is very difficult to find a part-time staff nurse, and the position is still being advertised.

Dr. Brann summarized that item #3 refers to what is currently happening, and item #2 is about having a source if a need arises. Mr. Cox said that the item could be returned to the Board in the future, but suggested a limit of \$15,000, noting that the hourly rate structure is different in item #2 than it is in item #3.

Ms. Morgan inquired about the nurse in item #3. Ms. Saldaña-Bautista replied that the nurse works part-time to oversee student health needs for all the school sites, and Mr. Cox added that various student health plans need to be written by a nurse. The nurse is an RN with a public health certificate for school nursing.

Mr. Bañuelos added that he would like to see a correction in the dollar amount of item #3, calculating the total as \$23,040. Amount will be corrected to "amount not to exceed \$24,000."

Item #2 will be limited to \$15,000, and item #3 limit will be changed to not to exceed \$24,000.

Board Approval

Items #2 and #3, as amended

First: Mr. Bañuelos

Second: Ms. Morgan

Motion carried: 5-0

Item #8

Dr. Wunder amended the item to read, "To be paid out of XQ grant funds" rather than the General Budget. Dr. Brann asked whether the Board's governance has been established, and whether the Board currently has the ability to hire employees for RISE High at this time. Dr. Wunder believes that the RISE High LLC will be set up soon. The governance structure will be Da Vinci Schools over RISE High, and while Da Vinci can ask for the funds; the plan is to wait until the LLC is in place.

Dr. Brann feels the hiring of a consultant is premature. Dr. Wunder replied that RISE High is already being approached by many individuals and organizations seeking to provide wraparound services. The consultant in item #8 would filter the requests. Erin Whalen and the administrative assistant listed in item #15 are the staff who would handle immediate needs for RISE High. Mr. Bañuelos asked if the hiring of the two employees in item #15 is provisional. Dr. Wunder replied that Erin Whalen would have a contract for the school year.

Ms. Morgan clarified that the agreement is to help with the organization of RISE High.

Board Approval

Item #8, with amendments

First: Ms. Morgan

Second: Mr. Meath

Motion failed: 3-1-1

Mr. Bañuelos abstained. Dr. Brann voted against. Dr. Wunder pulled the item for clarification, to be re-presented to the Board in the future.

Item #9

Dr. Brann corrected the date to June 30, 2017.

Board Approval

Item #9, with correction

First: Dr. Brann

Second: Mr. Meath

Motion carried: 5-0

Item #11

Dr. Wunder said this item is related to an issue to be discussed in Closed Session.

Item #11 moved to Closed Session.

Item #12

Ms. Morgan inquired about the number of stipends an individual employee has and the amount of time each assignment requires. Dr. Brann questioned whether the distribution of assignments is equitable. Dr. Wunder said he would respond to that in Closed Session.

Board Approval

First: Mr. Bañuelos

Second: Mr. Meath

Motion carried: 5-0

Item #13

Dr. Wunder responded to questions from the Board that Jonathan McIlroy is an academic coach who is working on his master's degree in Public Policy at UCLA. He is an expert at data analysis who would be conducting salary comparisons for certificated and classified personnel.

Board Approval

First: Mr. Bañuelos

Second: Dr. Brann

Motion carried: 5-0

Item #15 moved to Closed Session

Item #16 moved to Closed Session

DVIA Presentation (by Michelle Rainey)

Michelle Rainey presented a year-long collaborative project that Design 9th grade students have begun with DVIA. The Design students want to leave a legacy for DVIA students to enjoy on the campus when they move into the Isis Avenue site. The 9th grade students decided to design and build customized cornhole games for sale to DVIA families, for which the high school students worked closely with the DVIA students. Thus far they have raised over \$2,000. The finished games will be displayed at Exhibition and taken home by the buyers that night.

The long-term vision is that the high school students will use the knowledge they've gained from the DVIA students to determine what other projects to leave behind on DVIA's new campus. Suggestions are: chicken coop; child-safe American Ninja Warrior course; greenhouse; reading nooks; Lego nooks.

DVX Update (by Kim Merritt)

Students love their internships and did really well in their classes. The year-end survey said that the majority of DVX students would recommend DVX to their friends, giving a 9 or 10 rating. This was one of the biggest indicators of success following the first year of DVX.

The College for America pathway was launched this year in partnership with Southern New Hampshire University. It is a two-year program, which is flexible and culminates in an AA or a Bachelor's degree. UCLA Extension is a one-year program, culminating in eight college classes which can be transferred to a university.

Corporate supporters validate the program, saying that the degrees offered would work in their environments.

A dual enrollment program also launched this year at Communications and Design. The goal is to have students start their college coursework earlier, so that they could potentially finish their AA degree in one year at DVX. This would also provide the benefit of having students accrue more units at a faster pace.

Da Vinci alumni currently enrolled in college or university are also reaching out to DVX. DVX counsels them to ensure that they have explored all resources at their current school, but if they do decide to leave or have already left their university, DVX is exploring how to get those students to enroll at DVX.

Internships are a key part of DVX. Ms. Morgan's firm offered an internship to DVX, and Disney has offered a student an internship in Florida for four months.

Five DVX students transferred to a university at the end of 2015-2016, including two who were accepted to schools which had previously declined to offer them enrollment. This year, DVX is pushing the students in the UCLA Extension pathway to reapply to a four-year university.

Real World Learning Update (by Natasha Morse)

Fifty high school students were hired by Old Navy for seasonal work. Forty-five DVX students have been placed in internships. This year, Real World Learning held a successful Internship Fair, using a speed-dating format for students to interview with different companies. This fair format will also be held for paid internships. As DVX has grown, there is an increased need for internship opportunities.

The Real World Learning Program is also exploring a partnership with Year Up, a nationwide program that provides students six months of skills training in the business sector, followed by six months of a paid internship.

In August, industry professionals were invited to listen to teachers pitch their project ideas. Industry partners responded with feedback, ideas, and in some cases, partnerships for mentoring, supplies, and support.

New Campus Update (by Nathan Barrymore, Kate Parsons, Steve Wallis, and Chris Jones)

The 201 Team is meeting every other week to discuss new campus logistics.

Bell schedules will be offset among the three schools. Lunch times will also be offset. Office hours, traffic flow, etc. are also being discussed. The impact of offset times on families with multiple siblings should be reduced due to the single site, availability of office hours, and after-school programs.

Current discussions center around possibility of cross-over after-school programs like robotics. Popular shared seminars are a possibility, like Cross-fit, weightlifting, etc.; however, most seminars will be school-specific.

Preparation of staff and students has begun. Surveys have been sent out, and each Professional Development day is used in part to disseminate information and answer questions about the move. Advisory curriculum in the second semester will center around change, including the move.

Teachers will be setting up classes beginning August 1. Saturday, August 5, 2017 will be a Community Day open house.

Ms. Morgan asked about the safety of students who will be walking to school. Mr. Barrymore said they have already met with the local police department, and will be doing so again. Students will be encouraged to walk down Douglas Street, not Aviation Blvd. Traffic flow into and out of the parking lot was questioned and discussed. Dr. Jones said they are hoping the police and city put up barriers to make it impossible to turn left into or out of the parking lot.

Dr. Wunder brought up the fact that additional parking is needed. The principals offered to answer the Board's questions via email.

Financial Update (by Tom Cox)

Mr. Cox stated that Steve Rabas has begun preparations for the year-end report. \$213K is being held in reserve until second interim. One-time money from state will be held until real needs are known. Money is being held for future STRS increases. Operating costs are being set aside in preparation for increases in energy, etc.

The audit occurs in November after the books are closed. The Board requested a build-up of unrestricted reserves. Mr. Cox indicated that 12-15% is an appropriate amount of reserve. Unrestricted reserves went up since 2015-2016 school year. One time expenditures will not affect base reserves. There will probably be future years with smaller cost of living increases for public schools in state funds.

Dr. Brann questioned LCFF affected by ADA. Mr. Cox responded LCFF is influenced by two things: ADA, and the state target dictated by the Governor's office. Da Vinci is currently at 95% of target, therefore Da Vinci will be relying more on the COLA. Supplemental funds are a smaller part of LCFF. Supplemental funding is incorporated into our standard program, which is richer than that of traditional high school, in terms of the number of counselors and teachers Da Vinci hires.

Brown Act Review (moved to Closed Session)

Capital Campaign Update (by Carla Levenson)

Da Vinci has been awarded a \$200,000 grant by the Parsons Foundation, and there is a pending \$300,000 proposal from Ahmanson Foundation. We have just received a \$40,000 grant from Northrop Grumman, of which \$28,000 is reserved for the Innovation Lab 2.0 technology at the new campus. There will be more coming from Northrop Grumman; they will help build the infrastructure for the Communications and Design specialty labs.. Also Belkin has made a \$500,000 in-kind donation for

technology infrastructure. And Da Vinci has many pending requests at Gensler, Chevron, Balfour Beatty, etc.

Dr. Wunder discussed the possibility of holding a fundraising event honoring our partners, and inviting potential donors. Mr. Mora reminded the Board that furniture requests should be made in a timely fashion so that the shipments are not late.

Closed Session

Meeting entered into Closed Session at **7:50 PM**.

Open Session reconvened at **9:20 PM**.

Board Approvals

Item # 11

Approved as follows:

First: Dr. Brann

Second: Ms. Morgan

Motion carried: 5-0

Item #15

Approved as follows:

First: Ms. Morgan

Second: Mr. Meath

Motion carried: 5-0

Item #16

Approved as follows:

First: Ms. Morgan

Second: Mr. Meath

Motion carried: 5-0

Adjournment

The meeting was adjourned at **9:40 PM**.

Open Session minutes recorded by Alison Wohlwerth.