



**Meeting of the Board
Board of Trustees Meeting Minutes
Monday, October 19, 2015**

Don Brann, Vice President	Matthew Wunder, Chief Executive Officer, Da Vinci Schools
Brian Meath, Treasurer	Nathan Barrymore, Principal, Da Vinci Communications
Cheryl Cook, Secretary, via Phone	Kate Parson's, Principal, Da Vinci Design
Israel Mora, Trustee	Michelle Rainey, Principal, Da Vinci Innovation Academy
Jennifer Morgan, Trustee	Steve Wallis, Principal, Da Vinci Science
	Tom Cox, Chief Financial Officer, Da Vinci Schools
	Yolanda Saldana-Bautista, Director of Employee Support Services, Da Vinci Schools
	Tien Cotter, Business Manager, Da Vinci Schools
	Carla Levenson, Director of External Relations, Da Vinci Schools
	Sharon Coulter, Director of Development, Da Vinci Schools
	Kim Merritt, Director, Da Vinci Extension
	Scott Weatherford, Director, Da Vinci Institute
	Kari Croft, Fellow, Da Vinci Schools
	Rocio Ansari, Executive Assistant, Da Vinci Schools
	Chris Jones, Deputy Superintendent, Wiseburn Unified School District

Call to Order

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

Brain Meath arrived telephonically at 6:00 PM.

From the Board

Ms. Morgan shares she attended SLCs. She is very proud of our schools overall and believes we are doing things right. She also attended a freshman college planning event that was very informative.

Cheryl Cook arrived telephonically at 6:01 PM

Dr. Brann shared that he and Ms. Morgan represented the Board at a Chevron/DonorsChoose event at DVIA. Lily Craig from Chevron was the presenter. He shared that Chevron has been a consistent donor for more than 25 years. While at the presentation, students shared about experiences and projects at DVIA. Dr. Brann believes these students have great articulation skills and overall it was a great hour at DVIA.

Approval of Minutes

Minutes from September 28, 2015 were approved with no changes.

First: Jennifer Morgan

Second: Cheryl Cook

Motion Carries: 5-0

Board Approvals

Item # 1 (Re-approving items 1-36 from September 28 meeting)

Approved as follows:

First: Israel Mora

Second: Jennifer Morgan

Motion Carries: 5-0

Dr. Wunder stated that there are two sets of approvals because of a jurisdictional technicality at our last Board Meeting, so we need to re-approve items 1-36 from September 28, 2015.

Board Approvals Pulled

No items were pulled from the Board.

Board Approvals

Items # 2-15

Approved as follows:

First: Israel Mora

Second: Jennifer Morgan

Motion Carries: 5-0

Dr. Brann stated he has been waiting to see item #11 for over 20 years (to change our official business address from the City of Hawthorne to El Segundo). Dr. Wunder adds that the City of Hawthorne has been charging all consultants and vendors a business license fee. As a result, we had to contact our attorney, Greg Moser. Dr. Wunder adds that this fee has complicated business practices, so moving forward with an El Segundo address makes most sense.

Presentations

DVIA UPDATE (by Michelle Rainey):

Ms. Rainey believes this year has been the smoothest launch to a school year. She shared that DVIA has hosted two very successful parent-educator conferences; over 70% of students are participating in the enrichment program; and DVIA has 4 new teachers this year and a new dean of students. The new vaccination law, SB 277, has the potential to highly impact DVIA as approximately 22% of DVIA students are not immunized.

Currently, there are 360 students enrolled at DVIA (310 in the 2-day program and 50 in the full time independent study program).

Dr. Brann requested an analysis of the DVIA students and their history (i.e. what percentage of students were homeschooled, came from other schools, private schools etc.). He would like to know if any of that has changed over the years.

Da Vinci Institute Update/Presentation (by Scott Weatherford):

Dr. Weatherford shared that the Institute's work is categorized into five buckets:

1. Continuing great work that has gone on over the past couple of years (tours, informal conversations, and showing the campuses). Scott has created an online survey intake form to streamline requests and make them more manageable, these have gone great.
2. Continuing work with LAUSD- Part of the grant we have with them for a couple years now. Provide professional development opportunities around our best practices.
3. Expand to longer professional development opportunities to help the work stick with visitors. They plan on developing whole day workshops, 2 or 3 day conferences over the summer or next fall. Working with other schools that want to collaborate.
4. Partnering with Schools that Can. The idea is to create a year-long cohort for school leaders. Interested in DVs innovative practices around real world learning in particular. The idea is still in the planning stages but overall for coaching opportunities.
5. Kari Croft, the Da Vinci Fellow (First fellow in DV history, who will present next). He believes she has been doing great.

Mr. Mora asked if we are currently charging for the tours. Dr. Weatherford indicated that we do not at this time, but beginning 2nd semester we will begin to ask visitors to reimburse us for the expenses.

Dr. Wunder shared that there will be dedicated space of approximately 9,000 SF for professional development at the new campus.

Brian Meath left the conference call at 6:34 PM and arrived in person.

Greg Moser entered the conference call at 6:35 PM.

Dr. Brann asked Dr. Weatherford to come back quarterly to report Da Vinci Institute updates.

DV Fellow Update (by Kari Croft):

She has been working with Dr. Weatherford to see how she is going to contribute to the work Da Vinci has already put together. Currently, she is working on a book that will tell the Da Vinci story. Board Members will be interviewed for her book. It will also outline our best practices and values so that educators can implement them at their schools.

The fellow will take what she's learned at Da Vinci and develop her own charter petition. Eventually she would like to open a school in Los Angeles to meet the needs of homeless and foster youth.

She is building a team to participate in the XQ Super School Grant. This grant will select 5 schools to participate and will award \$2,000,000 to each school over the next 5 years.

Switched to Greg Moser to discuss Conflict of Interest at 6:43 PM

He shared that he is not 100% sure if this law applies to charter schools, but the Fair Political Practices Commission (FPPC) believes we do. Charter Schools in this state have adopted these codes to comply with the law. The one they have developed is nearly tailored for charter schools. The conflict code does two things:

1. Annual financial disclosures (only file when it matters to the schools operations such as real state or financial interests, etc.).
2. Transactional recusal -you must disclose a contract if you are interested in buying property next to a building you have interest in (designed so public officials don't participate in making decisions that would affect their financial interests and personal capacity).

Mr. Moser stated that Los Angeles County is the only county in the state that has difficulty accepting conflict codes from charter schools.

Overall, Da Vinci will follow the path of Conflict Codes.

DV Metrics (by Chris Jones and Gloria White via phone):

Dr. Jones discussed Schoolzilla, a web-based data collection platform which was a previously a Board approved item. Dr. Jones believes this is an example where WUSD and Da Vinci Schools can work together and leverage the best of both worlds in developing a data warehouse. The purpose is for both organizations to work together and develop a system to put information into and also be able to take information out that is useful to us. The goal is to not have information silos as we currently do.

In the first phase of the project, there will be unification of 3 student information systems (PowerSchool from WUSD, PowerSchool from DV high schools, and Illuminate from DVIA). These will then be connected to 9 different types of assessments and a college matriculation database. Dr. Jones shared that Ms. White has developed these reports in the past using Excel, but this has been a challenging task. She has been limited in her ability to run and produce reports with all the different silos. Schoolzilla will better those challenges.

Schoolzilla will allow teachers and administrators to drill down for data and get information that is useful for them. For example, Schoolzilla will also allow the schools to track the following: attendance, grades, test scores, behavior, and age level, and grade distribution. Schoolzilla is set up in a K-16 continuum with dashboards focusing on college preparedness (i.e. SAT and ACT) and monitoring which students are on track.

Financial Update (by Tom Cox and Tien Cotter):

Mr. Cox shared we have contingency funds of \$256K and believes our ADA revenue projections will need to be reduced by \$100K, but we will have a better idea with the 1st interim report in December.

The state has given us \$134K for Educator Effectiveness (we will have 3 years to spend this). A plan for spending this money will have to be adopted. Additionally, we will get a one-time State Funding of \$750K. To date, we have not received this money but it is basically reserved for a one-time expenditure.

At this time, there are no plans to spend the \$750K, but discussions with the principals will take place in that regard.

Mr. Cox explains that we need to have a reserve just for cash flow. We send a lot of money upfront at the beginning of the school year and we don't see any of the state money until later in the year.

Our budget broke even with last year's budget (went over slightly at about \$60K). In terms of unrestricted funds, we went up about \$112K from last year.

Mr. Cox shared that there have been unexpected special education costs this year totaling \$240-\$250K. Part of these costs are a result of unification and the agreement with SELPA to pay Centinela Valley for student placement. Tom stated that we will be looking at areas in the budget where we can save money to cover the unexpected costs.

We have been helping support students who graduated from Da Vinci and are now attending UC Schools. This is being funded by the Kayne Foundation.

Classified Retirement:

Mr. Cox shared that we are still exploring a classified retirement plan that is equivalent to what we offer for certificated employees. Our classified personnel are currently paying a contribution to Social Security of 6.2%. These are items for discussion and will be placed on hold until the next board meeting.

Dr. Wunder announces Cheryl Cook's resignation before closed session. This will become effective January 24, 2016. We will formally notify WUSD in the near future as there is a 30 day notice outlined in the MOU. Ms. Cook's service will be honored at November's Board Meeting. Dr. Brann states that she will be replaced by a WUSD Trustee pursuant to the MOU.

Closed Session

Meeting entered into Closed Session at 7:34 PM.

Adjournment

Meeting reconvened from Closed Session at 9:01 PM and adjourned at 9:02 PM