



## Da Vinci RISE High Special Manager Meeting

Monday, December 11, 2017

### Special Meeting Minutes

#### Call to Order

The Special meeting of the Da Vinci RISE High Managers was called to order at 6:05 p.m. by Mr. Chet Pipkin.

#### Attendance

##### Members present:

Chet Pipkin, Israel Mora, Jennifer Morgan, Roger Bañuelos

##### Administrators present:

Dr. Matthew Wunder, Chief Executive Officer, Da Vinci Schools  
Marshall Mayotte, Chief Financial Officer, Da Vinci Schools  
Michelle Rainey, Principal, Da Vinci Innovation Academy  
Kaitlin Toon, Dean, Da Vinci Innovation Academy  
Alison Wohlwerth, Administrative Manager, Da Vinci Schools

#### Public Comments

No comments.

#### From the Managers

No comments.

#### From the CEO

No comments.

#### Action Items: 2 Items

##### **Item #1: Accept the amended 2017-18 First Interim Financial Report for Da Vinci RISE High as presented by management and prepared by ExED.**

Mr. Mayotte explained why the report was amended; the previously approved financials did not meet the Independent Study tests, which are performed every three years by the CDE. The tests are: spending 40% of revenue on certificated salaries; spending 80% of revenue on instructional salaries; and meeting a 25:1 student teacher ratio. Failing any of the tests results in losing 15% of revenue. Mr. Mayotte is adjusting the timing of RISE's funding requests from XQ as part of the solution.

##### **Item #2: Approve the Non-Classroom-Based Funding Determination Form for Fiscal year 2017-18 for RISE High as presented by management and prepared by ExED.**

This item is related to Item #1, as the First Interim Financial Report informs the Non-Classroom-Based Funding Determination Form.

**Items #1 and 2 approved as follows:**

Motion to Approve: Mr. Mora      Second: Ms. Morgan      Approved: 4-0-0

**Adjournment**

The meeting was adjourned at 6:15 p.m.

APPROVED



**Da Vinci RISE High Special Manager's Meeting**  
**Monday, December 11, 2017**  
**6:00 PM**  
**Board Room**  
**201 N. Douglas Street, El Segundo, CA 90245**

## Approvals - VOTED

1. Accept the amended 2017-18 First Interim Financial Report for Da Vinci RISE High as presented by management and prepared by ExED.

Approval: Yes      Motion: Mr. Mora      2<sup>nd</sup>: Ms. Morgan      Vote: 4-0-0

2. Approve the Non-Classroom-Based Funding Determination Form for Fiscal Year 2017-18 for RISE High as presented by management and prepared by ExED.

Approval: Yes      Motion: Mr. Mora      2<sup>nd</sup>: Ms. Morgan      Vote: 4-0-0

APPROVED