



## Da Vinci Schools

### Da Vinci Schools Regular Board Meeting

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#### Date and Time

Wednesday July 26, 2023 at 6:00 PM PDT

#### Location

201 N. Douglas Street, El Segundo, CA 90245

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Da Vinci Schools ("DV") welcomes your participation at its Board meetings. The purpose of a public meeting of the Board of Trustees ("Board") is to conduct the affairs of DV in public. Your participation assures us of continuing community interest in our schools. To assist you in speaking/participating in our meetings, the following guidelines are provided:

1. The meeting is accessible online at <https://zoom.us/j/92929398943>, or dial (669) 900-6833 and use Meeting ID: 929 2939 8943.
  2. Agendas are available to all audience members on the Da Vinci Schools website at [www.davincischools.org](http://www.davincischools.org).
  3. Audience members who wish may speak on any agenda items or under the general category of "Public Comments," which is time set aside for members of the audience to raise issues not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes each and total time allotted to non-agenda items will not exceed twenty (20) minutes. Non-English speakers who use a translator shall have six (6) minutes in which to address the Board.
  4. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
  5. The chair will recognize such individuals who wish to speak on a specific agenda item at the appropriate time. When addressing the Board, speakers are requested to adhere to the time limits set forth, and to not repeat remarks made by those who preceded them.
  6. Any public records relating to an agenda item for an open session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at 201 N. Douglas Street,
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El Segundo, CA 90245, during Business Office operating hours. Please contact the CEO's office at 310-725-5800.

The agenda and documents in the agenda packet will be made available, if requested, in appropriate alternative formats to any person with a disability as required by the ADA, 42 USC section 12132, and the federal rules and regulations adopted in implementation thereof. To request a disability-related modification or accommodation, including auxiliary aids or services, you must contact the CEO's office at 310-725-5800 at least 48 hours before a regular meeting, and at least 12 hours before a special meeting. (Government Code § 54954.2(a)(1).)

## Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:00 PM</b>
Opening Items			
<b>A.</b> Call the Meeting to Order		Don Brann	1 m
<b>B.</b> Record Attendance and Guests		Alison Wohlwerth	
<b>C.</b> Approval of Agenda	Vote	Don Brann	1 m
Call for any changes to the agenda before a motion to approve the agenda is made and seconded.			
<b>D.</b> Public Comments		Don Brann	5 m
Please see Notice above. The duration of individual comments and the total comment time may be adjusted at the discretion of the board chairperson. Comments will be given on a first-come, first-served basis; however, the board chairperson may direct staff to create an orderly process in the event a large number of audience members wish to speak.			
<b>II. Information</b>			<b>6:07 PM</b>
<b>A.</b> From the Board	FYI	Don Brann	5 m
<b>B.</b> From the CEO/Superintendent	FYI	Matthew Wunder	5 m
<b>C.</b> Financial Update	FYI	Michael Amato	5 m
• State Budget			
<b>III. Approval of Minutes</b>			<b>6:22 PM</b>

	Purpose	Presenter	Time
<b>A.</b> Approval of Minutes for the June 20, 2023 Regular Da Vinci Schools Board Meeting	Approve Minutes	Don Brann	1 m

**IV. Consent Agenda**

**6:23 PM**

<b>A.</b> Accept Da Vinci Schools Payment Register - June 2023	Vote	Don Brann	1 m
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Check and ACH transactions over \$10K in the month of June, presented by management to the Board for approval, as previously agreed.

<b>B.</b> Approve 2023-24 Master Contract with Oak Grove Center	Vote	Don Brann	1 m
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Oak Grove Center will provide Residential Treatment Center services (from July 2023 to June 2024) for a Da Vinci Science student.

Total not to exceed \$239,936.00. The not to exceed amount represents the total possible cost if the entire available hours for the service were used. DV however budgets for services based on historical and/or expected amounts used, which may be less than the not to exceed amount.

<b>C.</b> Approve 2023-24 Master Contract with Cross Country Education for Audiological Services	Vote	Don Brann	1 m
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Cross Country is an NPA that will provide Audiological & Deaf & Hard of Hearing services, attend Audiological & DHH IEP meetings, and Audiological & DHH consultations for Da Vinci Connect K-8, Connect High School, Communications, Design, and Science. Total not to exceed \$45,000.00. The not to exceed amount represents the total possible cost if the entire available hours for the service were used. DV however budgets for services based on historical and/or expected amounts used, which may be less than the not to exceed amount.

<b>D.</b> Approve 2023-24 Master Contract with Siva & Associates	Vote	Don Brann	1 m
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Siva & Associates is an NPA that will provide Occupational Therapy and Assistive Technology services, attend OT and ATS IEP meetings, and OT and ATS consultations for Da Vinci Connect K-8, Connect High School, Communications, Design, and Science. Total not to exceed \$85,000.00. The not to exceed amount represents the total possible cost if the entire available hours for the service were used. DV however budgets for services based on historical and/or expected amounts used, which may be less than the not to exceed amount.

	Purpose	Presenter	Time
<b>E.</b> Approve 2023-24 Master Contract with STAR of California	Vote	Don Brann	1 m
<p>STAR of California is an NPA that will provide <b>all day</b> behavior support for Da Vinci Connect K-8, Communications, and Science students. Total not to exceed \$714,082.58. The not to exceed amount represents the total possible cost if the entire available hours for the service were used. DV however budgets for services based on historical and/or expected amounts used, which may be less than the not to exceed amount.</p>			
<b>F.</b> Approve 2023-24 Master Contract with Kayne Eras	Vote	Don Brann	1 m
<p>Kayne Eras is an NPS that will provide basic education and individual counseling for a Da Vinci Design student. Total not to exceed \$75,000.00. The not to exceed amount represents the total possible cost if the entire available hours for the service were used. DV however budgets for services based on historical and/or expected amounts used, which may be less than the not to exceed amount.</p>			
<b>G.</b> Approve 2023-24 Master Contract with The Help Group - Westview	Vote	Don Brann	1 m
<p>The Help Group - Westview is an NPS that will provide basic education and individual counseling for two Da Vinci Design students. Total not to exceed \$75,000.00. The not to exceed amount represents the total possible cost if the entire available hours for the service were used. DV however budgets for services based on historical and/or expected amounts used, which may be less than the not to exceed amount.</p>			
<b>H.</b> Approve 2023-24 Renewal Agreement with Hop Skip Drive	Vote	Don Brann	1 m
<p>Hop Skip Drive provides transportation for Da Vinci Schools Special Education students (from residence to campus); transportation is listed in the student's IEP. Total not to exceed \$50,000.00. The not to exceed amount represents the total possible cost if the entire available hours for the service were used. DV however budgets for services based on historical and/or expected amounts used, which may be less than the not to exceed amount.</p>			
<b>I.</b> Approve Safety and Transportation Official Position and Pay Scale	Vote	Don Brann	1 m
<b>J.</b> Approve Theater Arts Teacher Position Part Time Position	Vote	Don Brann	1 m

	Purpose	Presenter	Time
<b>K.</b> Approve 2023-24 Kelly Services Substitute Teacher Agreement	Vote	Don Brann	1 m
<b>L.</b> Approve Updated Fiscal Policies and Procedures Manual	Vote	Don Brann	1 m
<p>Full day conference with no meals provided, employees can request up to \$59 to be reimbursed. For a partial day conference or a full day conference with meals provided, employees can request up to \$37 to be reimbursed. Previously these were set as \$40 and \$25 respectively, they now reflect the IRS 2023 rates.</p> <p>This change is reflected on: Page 15, Page 16, Page 17</p>			
<b>M.</b> Approve Staff Salary Advances over \$2,000 per Da Vinci Schools Fiscal Policies and Procedures	Vote	Don Brann	1 m
<p>Da Vinci Schools Fiscal Policies and Procedures require Board approval of any staff salary advance over \$2,000. Da Vinci RISE High School full-time certificated staff were offered salary advances, to be paid on the July 26, 2023 payroll, as a result of their transition from 12 to 11 month pay schedules for monthly exempt employees. Employees agree to pay back the advance from their future monthly paychecks over the next 11 months. Any remaining balance on an advance provided to an employee who terminates employment with Da Vinci Schools will be deducted from their final paycheck.</p>			
<b>N.</b> Approve Updated Da Vinci Schools Employee Handbook	Vote	Don Brann	1 m
<ul style="list-style-type: none"> <li>• Updated Lactation Policy</li> <li>• Updated Meal Allowance Rates</li> <li>• Removal of the Families First Coronavirus Response Act</li> </ul>			
<b>O.</b> Approve 2023-2024 Student and Family Handbook for Da Vinci Connect High School	Vote	Don Brann	1 m
<ul style="list-style-type: none"> <li>• Updated Dual Enrollment language</li> </ul>			
<b>P.</b> Approve Updated Home Hospital Policy	Vote	Don Brann	1 m
<b>Q.</b> Approve Revised Field Trip Request Guidelines	Vote	Don Brann	1 m
<p>Revised to align with updated Fiscal Policies and Procedures Manual.</p>			

	Purpose	Presenter	Time
<p><b>R.</b> Approve Updated Independent Study Policy</p> <p>Added language in the Da Vinci Independent Study Enrollment Agreement (ISEA) and Independent Study (IS) Board Policy (6.1d) to reflect proposed regulations and help ensure compliance. This requires updates to the Da Vinci Schools Independent Study Board Policy. A final copy and a copy of the ISEA with noted changes are provided.</p>	Vote	Don Brann	1 m
<p><b>S.</b> Ratify Renewal of Arizona State University Universal Learner Agreement with Da Vinci Connect High School</p> <p>This agreement was previously approved in December 2022; this item ratifies the renewal of the agreement to June 5, 2024.</p>	Vote	Don Brann	1 m
<p><b>T.</b> Approve Selection of Lease-Leaseback (LLB) Contractor for the CTE Studio Phase 1 Project</p>	Vote	Don Brann	1 m
<p><b>U.</b> Ratify the Amendment to the Original CTE Studio Project Plan</p> <p>Amendment to the project plan removes the shop building 'carport' structure. Total cost to Da Vinci Schools is \$23,800.</p>	Vote	Don Brann	1 m
<p><b>V.</b> Approve Architectural Work for CTE Studio Phase 2, Shop Building</p> <p>This item is for all architectural work for the CTE Studio Shop Building. The revised plan was developed with the support of consultant Dave Kempken, the Industrial Shops Manager at Cal Poly San Luis Obispo, and has been reviewed by the CTE Studio Stakeholder Team. Cost not to exceed \$177,180.</p>	Vote	Don Brann	1 m
<b>V. Closed Session</b>			<b>6:45 PM</b>
<p><b>A.</b> Conference with Legal Counsel</p> <p>Conference with Legal Counsel</p> <ul style="list-style-type: none"> <li>• Significant Exposure to Litigation Pursuant to Gov. Code §54956.9(b) - 1 matter</li> <li>• Employee Discipline/Dismissal/Release (Gov. Code §54954.5) - 1 matter</li> </ul>	Discuss	Don Brann	60 m
<b>VI. Closing Items</b>			<b>7:45 PM</b>
<p><b>A.</b> Reconvene for Public Session &amp; Closed Session Reporting</p>	FYI	Don Brann	1 m

	Purpose	Presenter	Time
<b>B.</b> Adjourn Meeting	Vote	Don Brann	1 m

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Next Regular Da Vinci Schools Board meeting: August 23, 2023.