



# Picasso Academy

## Minutes

### Board Meeting (Sample Agenda - Please Don't Delete)

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#### Date and Time

Saturday December 17, 2016 at 9:00 AM

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All Picasso Academy Board meetings are open to the public and will start promptly at the scheduled time. Anyone who wishes to speak during the public comment section of the meeting must submit their request at least 48 hours in advance of the board meeting in writing to the board secretary, Maria Monet, c/o Picasso Academy Main Office.

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#### Directors Present

G. Klimt (remote), M. Danisch, M. Monet, P. DaVinci, R. Wisdon

#### Directors Absent

S. VanGogh

#### Guests Present

D. Britton, M. Black, R. James (remote)

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### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

M. Black called a meeting of the board of directors of Picasso Academy to order on Saturday Dec 17, 2016 at 9:00 AM.

### C. Approve Minutes

R. Wisdon made a motion to approve minutes from the Board Meeting on 08-15-16 Board Meeting on 04-02-17.

S. VanGogh seconded the motion.

The board **VOTED** to approve the motion.

#### Roll Call

S. VanGogh Absent

P. DaVinci No

M. Danisch Aye

M. Monet Aye

R. Wisdon Aye

G. Klimt Aye

### D. Public Comment

Parent D. Ortiz explained to the board that, in his opinion, expanding student athletic opportunities should be considered a matter of utmost importance. The board will take this under advisement.

## II. Consent Agenda

### A. Items for Approval

R. Wisdon made a motion to approve all listed items.

P. DaVinci seconded the motion.

The board **VOTED** unanimously to approve the motion.

## III. Academic Excellence

### A. Q2 Interim Test Results

J. Arbor presented results from the October exams. Average Picasso Academy student scores are improved 8% from last year, and 21% since 2014.

M. Danisch noted that while the overall trend is strong, 7th graders are up only 1.5% over last year. The board agreed to have the Academic Excellence Committee investigate this.

### B. Teacher Retention Updates

K. Klimt advised that the annual winter teacher satisfaction survey will be distributed on January 2nd.

Discussion ensued regarding how to best use this data once it has been collected.

## IV. CEO Support And Eval

#### **A. Q2 Quarterly CEO Feedback**

B. Carpenter expressed strong approval on behalf of the board at the way D. Britton, as CEO, handled the unexpected visit by the governor on December 12th.

B. Carpenter covered two areas the board believes D. Britton could improve as CEO - improved communication with parents, and providing greater guidance on fundraising.

### **V. Development**

#### **A. Fundraising Updates**

P. DaVinci advised that the Strategic Fundraising campaign is at approximately \$378k pledged out of the \$500k goal. The campaign is set to conclude in May.

S. VanGogh recommended that CEO D. Britton directly reach out to local businesses, as she believes they will be more receptive to contributing if directly solicited by the school's leader.

M. Black arrived.

### **VI. Facility**

#### **A. Potential Site Report**

A. Jamieson provided updates on the ongoing search for a permanent facility. There are two good candidates under consideration right now. Of the two, the Facilities Committee prefers the site at 9 Pond Lane. They note, however, that it will only be within Picasso Academy's financial reach if the Strategic Fundraising goal is hit by May.

### **VII. Finance**

#### **A. November Financials**

M. Danisch made a motion to approve November financials.

R. Wisdon seconded the motion.

The board **VOTED** to approve the motion.

##### **Roll Call**

M. Danisch Aye

R. Wisdon Aye

G. Klimt Aye

M. Monet Aye

P. DaVinci Aye

S. VanGogh Absent

#### **B.**

### **Spring Audit Preparation**

M. Black gave a presentation on common accounting mistakes that can lead to audit problems, and how best to avoid them.

## **VIII. Governance**

### **A. Board Succession**

The board discussed previous issues related to sustainable board member recruitment, and to onboarding new board members smoothly.

G. Klimt made a motion to approve Board Succession Bylaws and Board Member Orientation Process.

R. Wisdon seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **IX. Closed Session**

### **A. Adjourn to Closed Session**

R. Wisdon made a motion to enter closed session.

G. Klimt seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **B. Return to Open Session**

R. Wisdon made a motion to return to open session.

G. Klimt seconded the motion.

The board **VOTED** unanimously to approve the motion.

Board agreed to allow CEO D. Britton full authority to resolve the personnel issue at hand.

## **X. Closing Items**

### **A. Adjourn Meeting**

R. Wisdon made a motion to adjourn the meeting.

P. DaVinci seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:15 AM.

Respectfully Submitted,

M. Monet