



## Da Vinci Schools

### Da Vinci Schools Regular Board Meeting

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#### Date and Time

Wednesday October 25, 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/91378672720>, or dial (669) 900-6833 and use Meeting ID: 913 7867 2720.
  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		Jo Webber	
<b>B.</b> Record Attendance and Guests		Alison Wohlwerth	1 m
<b>C.</b> Approval of the Agenda	Vote	Jo Webber	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		Jo Webber	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. Special Board Action</b>			<b>6:07 PM</b>
<b>A.</b> Election of Board Officer(s)	Vote	Jo Webber	3 m
<b>III. Information</b>			<b>6:10 PM</b>
<b>A.</b> From the Board	FYI	Jo Webber	10 m
<b>B.</b> From the CEO/Superintendent	FYI	Matthew Wunder	10 m
<b>C.</b> From the Chief People Officer/Assistant Superintendent	FYI	Veronica Rodriguez	10 m

	Purpose	Presenter	Time
<ul style="list-style-type: none"> <li>• Staff Wellness and Sustainability</li> </ul>			
<b>D.</b> Student Board Advisor Update	FYI	Student Board Advisors	12 m
<b>E.</b> Presentation: Community Initiatives Update	FYI	Carla Levenson, Christina Joubert	10 m
<b>F.</b> Presentation: Ethnic Studies Course Update	FYI	Allegra Johnson	10 m
<b>G.</b> Financial Update	FYI	Michael Amato	15 m
<ul style="list-style-type: none"> <li>• September Financial Statements</li> </ul>			
<b>H.</b> Operations Update	FYI	Vicente Bravo, Noemi Avila- Zamudio	15 m
<ul style="list-style-type: none"> <li>• CTE Studio Project - Phase 1 Review of Cost Estimate</li> <li>• Soccer Field</li> <li>• Surveillance Camera Installation</li> </ul>			
<b>IV. Approval of Minutes</b>			<b>7:42 PM</b>
<b>A.</b> Approval of Minutes for the September 27, 2023 Regular Da Vinci Schools Board Meeting	Approve Minutes	Jo Webber	1 m
<b>V. Consent Agenda</b>			<b>7:43 PM</b>
<b>A.</b> Accept Da Vinci Schools Payment Register - September 2023	Vote	Jo Webber	1 m
Check and ACH transactions over \$10K in the month of September, presented by management to the Board for approval, as previously agreed.			
<b>B.</b> Approve Authorizing Erickson-Hall Construction to Proceed with Bidding Phase 1 of the CTE Studio Project	Vote	Jo Webber	1 m
Erickson-Hall has completed the Constructability Review of Plans and Specifications and has performed a Cost Estimate of the Phase 1 scope of work only. The Phase 1			

	Purpose	Presenter	Time	
	project includes construction of the 4200 sq ft. hangar building, associated site work, and provisions/pathways for utilities for the future Phase 2 scope of work. The Phase 1 CTE Studio Project Cost Estimate came in at \$4,286,013.			
C.	Approve Server Upgrade	Vote	Jo Webber	1 m
	The servers are now nine years old and need to be replaced. Two years ago, the current servers were upgraded with the highest specification of processors to afford an additional two years of service, but they are now at the end of life and will not be supported in 2024. Note that two new network switches will also need to be purchased. The estimate for the new network switches is \$30K, in addition to the quote of \$196,488.47 for the actual servers.			
D.	Approve 2023-24 Master Contract with Vista Del Mar for Student Services	Vote	Jo Webber	1 m
	This contract is for placement services for a Da Vinci Communications student for the 2023-24 school year. Total not to exceed \$142,264.38.			
E.	Approve Purchase of Musical Instruments for Da Vinci Schools Music Program	Vote	Jo Webber	1 m
	This new equipment will both replace equipment borrowed from Wiseburn Unified School District/WEF and supplement Da Vinci Schools' equipment inventory. Total not to exceed \$80,000.			
F.	Approve Updated CalSTRS Pension2 457 Plan Document(s)	Vote	Jo Webber	1 m
	This is an update to the 2016 plan document. Updates were made to eligible employees (Item 4-B), employer match amount (Item 10-B, corrected to 5%, which is the amount currently in effect), and Item 10-C, which is no longer applicable.			
G.	Approve Pay Scale Increase for Point of Sale Position	Vote	Jo Webber	1 m
	Due to the increase in minimum wage, the Point of Sale position must be increased from \$16.42 to \$16.90.			
H.	Ratify 2023-24 Services Agreement with Atkinson, Andelson, Loya, Ruud & Romo	Vote	Jo Webber	1 m
	Agreement defines hourly rates and fees for law firm personnel for the period of July 1, 2023 through June 30, 2024.			

		Purpose	Presenter	Time
<b>I.</b>	Approve Pay Scale Increase for Custodian and General Maintenance Positions	Vote	Jo Webber	1 m
	Adjust the Custodian/General Maintenance Pay Scale to better align with current market.			
<b>J.</b>	Approve Pay Scale for Supervising Safety Officer	Vote	Jo Webber	1 m
	This is a new position that will allow for a supervising safety officer in instances where the Lead Safety Officer is out.			
<b>K.</b>	Approve Updated Student Transfers Between Schools Policy	Vote	Jo Webber	1 m
	Policy has been updated to include Connect High School and align with current practices.			
<b>L.</b>	Approve Updated Independent Education Evaluation Policy	Vote	Jo Webber	1 m
	This policy has been updated to reflect the current Reasonable Maximum Cost for Auditory Processing/Auditory Perception (\$1,800).			
<b>M.</b>	Approve Esports Pilot Program	Vote	Jo Webber	1 m
	Athletic Director Nicholas Davidson has worked with existing Da Vinci Esports Club Advisors Jahmal Durham and Andy Galbraith to plan a pilot for CIF Esports for the 2023-24 school year. Seed funding totals \$8,650.			
<b>VI.</b>	<b>Closed Session</b>			<b>7:56 PM</b>
<b>A.</b>	Conference with Legal Counsel	Discuss	Jo Webber	60 m
	Conference with Legal Counsel			
	<ul style="list-style-type: none"> <li>• Significant Exposure to Litigation Pursuant to Gov. Code §54956.9(b) - 4 matters</li> <li>• Employee Discipline/Dismissal/Release (Gov. Code §54954.5) - 2 matters</li> </ul>			
<b>VII.</b>	<b>Closing Items</b>			<b>8:56 PM</b>
<b>A.</b>	Reconvene for Public Session & Closed Session Reporting	FYI	Jo Webber	1 m
<b>B.</b>	Adjourn Meeting	FYI	Jo Webber	1 m

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Next Regular Da Vinci Schools Board meeting: Tuesday, November 14, 2023.