APPROVED

Da Vinci Schools

Minutes

Da Vinci Schools Board of Trustees Meeting

Date and Time
Wednesday April 18, 2018 at 5:50 PM

Location
Galileo Room, 2nd Floor, 201 N. Douglas Street, El Segundo, CA 90245

Da Vinci Schools ("DV") welcomes your participation at its Board meetings. The purpose of a public meeting of the Board of Directors ("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. Agendas are available to all audience members at the door to the meeting.
2. "Request to Speak" forms are available to all audience members who wish to 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 and total time allotted to non-agenda items will not exceed fifteen (15) minutes. Non-English speakers who use a translator shall have six (6) minutes in which to address the Board.
3. 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.
4. 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 state their name and adhere to the time limits set forth.
5. 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, El Segundo, CA 90245, during Business Office operating hours.

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 Matthew Wunder 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).)

Trustees Present
A. Lofton (remote), B. Meath, D. Brann, I. Mora, J. Morgan, R. Bañuelos

Trustees Absent
C. Pipkin

Trustees who arrived after the meeting opened
R. Bañuelos

Guests Present
A. Wohlwerth, Blake Silvers, Bob Tarnofsky, C. Jones, C. Levenson, Dave Wilson, Gloria White, M. Mayotte, M. Rainey, M. Ring, M. Wunder, Neil Goldman, S. Wallis, S. Weatherford, Y. Saldaña-Bautista

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I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

D. Brann called a meeting of the board of trustees of Da Vinci Schools to order on Wednesday Apr 18, 2018 at 6:34 PM.

C. Public Comments

None

II. Information

A. From the Board

Mr. Mora enjoyed having the meeting in a classroom at Science. He enjoys walking onto campus and having students come up and talk to him to tell him what they're doing. He wants to make sure the community knows about Da Vinci, reminding everyone that it seems Da Vinci Schools are known more nationally than locally.

Dr. Brann agreed with Mr. Mora's assessment of the students. He mentioned Dr. Soon Shiong moving the Los Angeles Times to El Segundo and its importance to the El Segundo community.

B. From the CEO

Dr. Wunder briefly mentioned that the cell phone coverage issue is still being worked on. The athletic program is constantly growing. He spoke about the private security firm we employ vs. an El Segundo Police School Resource Officer. He further mentioned the security measures being taken (classroom blinds, door locks, and on-campus shooter drills) at all schools.

Dr. Wunder spoke about the grants that Da Vinci was invited to apply for by Boeing, Northrop Grumman, and Chevron.

Chartwells' desire to build out the kitchen for food services with a no-interest loan. Mr. Mora asked about the method of paying back the loan. He wants the cost of equipment put through the bid process with Chartwells and other vendors.

Dr. Wunder spoke about meeting with Wiseburn parents who want more unity among the three high schools on the campus. So far, there have been cross-school dances, musical theater, etc., and other potential projects. The Strategic Communications class at DVC are working on the project. The logistics of some mingling are affected by the requirement to have staggered start and dismissal times. Mr. Wallis mentioned that the seminar offerings change every year due to needs of the student body, availability of vendors, etc. Mr. Mora said that we need to be prepared with a uniform response.

C. Presentation: Metrics

As the first meeting ran over, the Metrics presentation was given first, out of respect to audience members who attended specifically to see it. Dr. Jones and Ms. White spoke about using Schoolzilla Mosaic to see all Da Vinci schools' data together in one place. Salesforce is another tool for compiling data in meaningful ways.

Dr. Jones briefly spoke about the Lease Renewal Scorecard that sets minimum performance levels. The Da Vinci Metrics Scorecard was developed to reflect aspirational goals, such as college persistence rates. For example, 90% of Da Vinci students at a four-year school return for a second year, as opposed to 81% nationally.

Mr. Mora wanted to see metrics reports more often. Mr. Lofton spoke of the value of the metrics tools. The Board thanked Dr. Jones and Ms. White.

D. Presentation: Scorecard for Lease Renewal

Combined with the Metrics presentation.

E. Financial Update

Mr. Mayotte gave a snapshot of the 2nd Interim financials.

R. Bañuelos arrived.

F. Presentation: Current and Future State of Da Vinci Schools' Financial Model

This was pulled by Dr. Wunder due to time constraints.

G. Cellphone Policy Discussion

Mr. Mayotte spoke about creating a reimbursement plan for employees who meet the IRS test. Dr. Brann requested the proposal be written up for the Board.

III. Approval of Minutes

A. Minutes of the 3/29/2018 Special Board Meeting

I. Mora made a motion to approve minutes from the Da Vinci Special Board Meeting on 03-29-18 Da Vinci Special Board Meeting on 03-29-18.
R. Bañuelos seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

I. Mora	Aye
C. Pipkin	Absent
R. Bañuelos	Aye
J. Morgan	Aye
A. Lofton	Aye
B. Meath	Abstain
D. Brann	Aye

IV. Consent Agenda

A. 2018-2019 Academic Calendar for Da Vinci Communications, Design, Science, & Innovation Academy

I. Mora made a motion to Approve A, B, C, D, H, I, J, K, M.
R. Bañuelos seconded the motion.
The board **VOTED** unanimously to approve the motion.
I. Mora made a motion to Approve.
R. Bañuelos seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. WESPAC as Additional 403(b) Tax-Deferred Plan Vendor

I. Mora made a motion to Approve.
R. Bañuelos seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. WESPAC as Additional 457 Tax-Deferred Plan Vendor

I. Mora made a motion to Approve.
R. Bañuelos seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. 401(a) Deferred Compensation Plan and WESPAC as the TPA

I. Mora made a motion to Approve.
R. Bañuelos seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. CEO/CFO Purchasing Authority

Discussion ensued. Dr. Wunder spoke about needing a process for time-sensitive expenditures.

The trustees requested this item be further refined and brought back for approval.

No action taken.

F. Fiscal Policy and Procedures

Mr. Bañuelos requested adding formation of the Fiscal and Audit Committee to a future Board meeting agenda.

I. Mora made a motion to Approve.
J. Morgan seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. Out of State Travel Expenditure - Houston for FRC

The Board discussed the need for fairness and expense management. Dr. Wunder commended the inordinate amount of work the CFO is doing for all the Da Vinci schools.
R. Bañuelos made a motion to approve.
I. Mora seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. Additional End-of-Year Hours for DVC, DVD, DVS Counseling Staff

I. Mora made a motion to Approve.
R. Bañuelos seconded the motion.

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

I. Non-Replacement Teaching Position at DVIA

I. Mora made a motion to Approve.
R. Bañuelos seconded the motion.
The board **VOTED** unanimously to approve the motion.

J. Athletic Director Position

I. Mora made a motion to Approve.
R. Bañuelos seconded the motion.
The board **VOTED** unanimously to approve the motion.

K. Research Study Proposal, University of San Diego

I. Mora made a motion to Ratify.
R. Bañuelos seconded the motion.
The board **VOTED** unanimously to approve the motion.

L. El Dorado Charter SELPA Participation Agreement

Mr. Bañuelos asked for clarification on which schools would participate in El Dorado SELPA. This agreement would cover Da Vinci Science, Da Vinci Communications, and Da Vinci RISE High.

El Dorado SELPA has grown and has updated their agreements. Dr. Ring says re-signing the participation agreement is routine.
I. Mora made a motion to Approve.
J. Morgan seconded the motion.
The board **VOTED** unanimously to approve the motion.

M. RFP for 2018-19 Food Service Contract

I. Mora made a motion to Approve.
R. Bañuelos seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Closed Session

A. Conference with Legal Counsel

Closed session was entered at 8:13 p.m.

VI. Closing Items

A. Reconvene for Public Session/Closed Session Reporting

Meeting reconvened for Public Session at 10:32 p.m. Dr. Brann reported that no action was taken.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:32 PM.

Respectfully Submitted,
A. Wohlwerth