APPROVED

Da Vinci Schools

Minutes

Da Vinci Schools Regular Board Meeting

Date and Time
Wednesday August 22, 2018 at 6:00 PM

Location
201 N. Douglas Street, El Segundo, CA 90293

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. Teleconferencing will be held at the below address(es). Members of the public attending a meeting conducted via teleconference need not give their name when entering the teleconference location. Locations: 10960 Wilshire Blvd., 5th Floor, Los Angeles, CA 90024, or https://zoom.us/j/6457692947; meeting ID # 645-769-2947
2. Agendas are available to all audience members at the door to the meeting. Some meeting materials are also posted on the schools' website (http://www.davincischools.org/people/board-of-trustees/board-meetings/), or you may see Alison Wohlwerth in the schools' business office, or contact her at (310) 725-5800 or awohlwerth@davincischools.org.
3. "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.

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 state their name and adhere to the time limits set forth.
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, El Segundo, CA 90245, during Business Office operating hours.

Consent Agenda: All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Trustee for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The Chief Executive Officer recommends approval of all consent agenda items.

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 Alison Wohlwerth 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
B. Meath, D. Brann, I. Mora, J. Morgan, R. Bañuelos

Trustees Absent
A. Lofton, C. Pipkin

Guests Present
A. Johnson, A. Wohlwerth, B. Silvers, C. Jones, C. Levenson, Chris Howell, K. Merritt, M. Mayotte, M. Rainey, M. Ring, M. Wunder, N. Morrison, S. Wallis, 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 Aug 22, 2018 at 6:00 PM.

C. Public Comments

A Da Vinci Science parent spoke about his student's health.

II. Information

A. From the Board

Mr. Mora spoke about the gym and pool completion dates in the fall of 2018. The soccer field date is to be determined.

Mr. Bañuelos welcomed everyone back to school, and praised the Da Vinci Schools and Wiseburn schools. He thanked Dr. Wunder on the new lunch program at Da Vinci, saying the students are very happy with it.

Mr. Meath briefly spoke about the finance committee meeting he attended with Mr. Mora, Dr. Wunder, Mr. Mayotte, and Dr. Silvers.

Ms. Morgan said that she had accepted a position on the RISE High board. She expressed her gratitude in being able to serve on the Board with Dr. Brann.

B. From the CEO

Dr. Wunder turned over a portion of his time to Dr. Jones, who worked with Ms. White on discipline data, as requested by Mr. Bañuelos. Dr. Jones said that he and Ms. White have created a new report in Schoolzilla to reflect this data by school over a span of three years.

Dr. Wunder said the planning for the opening of the school year begins in February, and he thanked the school leaders for their outstanding work. He spoke about the all-organization professional development day led by Ms. Rainey.

Dr. Brann expressed a desire to have a full enrollment report from Ms. Levenson at a future meeting.

Dr. Wunder briefly spoke about the Incubator team and the learning conference.

C. Memorandum of Understanding for College & Career Access Pathways Partnership (CCAP) Agreement

This College and Career Pathways Agreement Memorandum of Understanding conforms to AB 288, and will be presented for public comments and approval at a subsequent Board meeting.

D. Da Vinci Science Presentation on Homework and Work Load

Mr. Wallis gave a presentation on student workload adjustments at Da Vinci Science. Stress is a part of life that students will encounter in their futures, but the staff recognizes

that students' socio-emotional development is as important as academics. Mr. Wallis consulted with Dr. Lauren Cooper from Cal Poly San Luis Obispo, who led a summer workshop for staff, students, parents, and alumni. Dr. Cooper, a mechanical engineering professor, knows what stressors the students will encounter in college. Mr. Wallis said that it was a very successful event appreciated by all.

Mr. Bañuelos thanked Mr. Wallis for the work.
Mr. Mora felt that students just above the GPA threshold for additional help should also be given extra motivation and assistance.
Ms. Morgan and Mr. Meath thanked Mr. Wallis.
Dr. Brann inquired if these same conditions apply to the other high schools. Dr. Wunder requested a tabling of that topic until a later date.

E. Financial Update

At Dr. Wunder's request, Mr. Wallis described the Cal Poly Scholars scholarships for Da Vinci students. Dr. Wunder spoke about the Northrop Grumman grants that fund the Cal Poly Scholars program. Dr. Wunder will bring a proposal regarding the funding process to the Board in the future.

Mr. Mayotte gave a financial update.

F. Organizational Structure

Dr. Wunder spoke about the increased complexity in the Da Vinci Schools organization over ten years of operation.

III. Approval of Minutes

A. Minutes of the 6/18/2018 Regular Board Meeting

J. Morgan made a motion to approve minutes from the Da Vinci Schools Regular Board of Trustees Meeting on 06-18-18 Da Vinci Schools Regular Board of Trustees Meeting on 06-18-18.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Approve the Minutes of the 7/31/2018 Special Board Meeting

J. Morgan made a motion to approve minutes from the Da Vinci Schools Special Board Meeting on 07-31-18 Da Vinci Schools Special Board Meeting on 07-31-18.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Consent Agenda

A.

Ratify Extension of Board Term for Art Lofton, Trustee

Item pulled by Mr. Mora.

B. Consultant Agreement with the BreakThru Alliance for Organizational Effectiveness Project

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

C. Consultant's Agreement for Categorical Program Items

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

D. Strategic Communications Plan for Da Vinci Schools and Wiseburn Unified School District

Pulled by Ms. Morgan for further discussion. Item voted on after brief discussion.
J. Morgan made a motion to Approve.
R. Bañuelos seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Special Education Program Analysis for Da Vinci Schools and Wiseburn Unified School District

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

F. Ratify Instructional Service Agreement with El Camino College

Withdrawn by Dr. Wunder; this Instructional Service agreement is being replaced by a Memorandum of Understanding which will be voted on in a subsequent Board meeting.

G. Charter School Management Corporation Contract 2018-2021

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

H. Contract for Vending Services

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

I.

KYA Services LLC Proposal For Bleachers

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

J. Blackbaud Financial Edge and Raiser's Edge - Accounting Systems

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

K. Concur User Rights (Fiscal Policy Addition)

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

L. Ratify Amazon Line of Credit of $30K

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

M. American Express Corporate Cards

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

N. Wells Fargo Bank Credit Cards (Eliminate by October 31st)

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

O. Statewide Travel Program with Citibank Rebate Payments

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

P. Revised Budgets for all Da Vinci Schools

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

Q. CEO/CFO Purchasing Authority

Pulled by Mr. Bañuelos for further discussion. Item voted on after brief discussion.
R. Bañuelos made a motion to Approve with the understanding that the Board will be notified of any potential settlement agreements in advance when possible, or as soon as possible if time-sensitive circumstances preclude such notice.
I. Mora seconded the motion.
The board **VOTED** unanimously to approve the motion.

R. Accept July Processed Transactions over $10K as Presented by Management

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

S. Chartwells Cafeteria Construction Loan

Pulled by Mr. Meath for further discussion. Item tabled after brief discussion.

T. Southwest SELPA Local Plan for Special Education

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

U. Participation Agreement between Southwest SELPA and Da Vinci Schools

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

V. Document Retention-Destruction Policy

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

W. Resolution to Establish the Corporation Titled "Da Vinci Schools: L.A. County"

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

X. Compensation for Principal for Completion of RISE High Charter Petition

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

Y. Ratify Settlement Agreement

Pulled by Mr. Bañuelos

Z. Ratify Settlement Agreement

Pulled by Mr. Bañuelos

V. Closing Items

A. Reconvene for Public Session/Closed Session Reporting

At 9:40 pm, the Board reconvened for public session.

Dr. Brann reported the Board unanimously agreed to table Item A.

Dr. Brann reported that the Board took action on Items Y and Z. On a motion by Mr. Mora, seconded by Ms. Morgan, the Board unanimously voted to ratify settlement agreement Item Y in an amount not to exceed $88,000.

On a motion by Mr. Bañuelos, seconded by Ms. Morgan, the Board unanimously voted to approve settlement agreement Item Z in an amount not to exceed $12,000.

B. Adjourn Meeting

I. Mora made a motion to adjourn the meeting.
J. Morgan 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 9:43 PM.

Respectfully Submitted,
A. Wohlwerth