APPROVED

Da Vinci Schools

Minutes

Da Vinci Schools Board Meeting

Date and Time
Wednesday September 18, 2019 at 6:00 PM

Location
Board Room, 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 adhere to the time limits set forth, and to not repeat remarks made by those who preceded them.
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 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, K. Brown, R. Bañuelos

Trustees Absent
None

Trustees who arrived after the meeting opened
B. Meath

Guests Present
A. Wohlwerth, Andrew McGregor, B. Silvers, C. Levenson, E. D'Souza, J. Hawn, Kevin Hunley, M. Mayotte, M. Rainey, M. Ring, M. Wunder, Meika Nwaomah, S. Wallis, V. Bravo, V. Rodriguez

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I. Opening Items

A. Call the Meeting to Order

D. Brann called a meeting of the board of trustees of Da Vinci Schools to order on Wednesday Sep 18, 2019 at 6:00 PM.

B. Record Attendance and Guests

C. Approval of Agenda

R. Bañuelos made a motion to approve the agenda with one modification; the Connect 9-12 presentation was moved up to accommodate Dr. Silvers' need to depart early.
K. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Public Comments

None

II. Board of Trustees

A.

Nomination of New Board Member

Dr. Brann briefly spoke of the process of adding a new member of the Board of Trustees.
Mr. Brown spoke of his appreciation for Dr. Brann's work.

Mr. Bañuelos thanked Dr. Brann for his time and dedication in interviewing candidates.
Mr. Bañuelos spent time speaking with each of the three excellent finalist candidates.

Dr. Brann recommended Karen Latuner, a former Da Vinci parent whose two children graduated from Da Vinci Schools for the position.

Mr. Bañuelos also recommended Ms. Latuner, who he says has a good understanding of the relationship between Wiseburn and Da Vinci Schools.

Mr. Mora concurred that all three candidates were excellent, and that he'd like to find a way to keep the remaining two candidates engaged in Da Vinci Schools.
K. Brown made a motion to forward the nomination of Karen Latuner to the Wiseburn Board for confirmation.
R. Bañuelos seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Information

A. Civil Engineering Presentation: RISE High Counseling Center Project

Da Vinci Science Civil Engineering and PreCalculus teacher Mr. Andrew McGregor, students Anthony Mazzotta, Annette Nguyen, and RISE High Science teacher Meika Nwaomah gave a presentation on the Tiny House 2.0 project by DVS Civil Engineering Pathway students for RISE High's counseling center.

The Civil Engineering students talked to RISE High students and staff to determine their needs.
They partnered with APCH employee and studio engineer Joaquin Pacheco, aka "Scetch," and architects Brent and Christina Freeby.
Students participated in field trips to DTLA to learn about design principles, and held a design charrette with the partners to explore ideas.

Meika Nwaomah is not only the Science teacher at RISE High, but the new Real World Learning Coordinator. RISE High students from both Hawthorne and APCH sites participated in the design and construction work, which had a huge impact on them and their ambitions.

Mr. Brown asked about available resources and partners.
Mr. McGregor commented that the Northrop grant led to the partnership with Brent Freeby, an architecture professor at Cal Poly San Luis Obispo.

B. Meath arrived.

B. Da Vinci Connect 9-12 Program

B. Meath arrived.
Dr. Wunder, Dr. Hawn, and Ms. Rainey gave a presentation on the Connect 9-12 process.

9/18 - First draft and redline Da Vinci Connect charter petition sent to legal counsel, and discussion with the Board.
9/26 and 10/9 - Update and discuss with Wiseburn Board.
10/16 - Da Vinci School Board approval
10/17 - Submit approved petition to Wiseburn Board.
10/24 - Update and discuss with Wiseburn Board.
11/14 - Wiseburn Board approval
11/15 - Submit revised charter petition to the State.

The goal is to avoid any possible issue with the anticipated change in the laws inhibiting the creation of new independent study schools effective January 1, 2020.

Ms. Rainey shared that she had looked at students who exited Da Vinci Schools since 2009, and a significant number left for independent study schools. She also hears from families in the Da Vinci Schools who are interested in independent study, and more and more, this is becoming the way that families want to educate their children.

Ms. Morgan commented that moving DVX into the Connect charter would benefit the graduation rates of Da Vinci Communications, Design, and Science. Ms. Rainey added that DVX would also benefit from the stronger enrollment flow from Connect.

C. From the Board

Dr. Brann enjoyed the joint board meeting on Saturday, September 14.
Mr. Meath expressed appreciation for the quarterly reports given at the joint meeting.
Mr. Brown spoke of his interest in the security and facilities reports and their outcomes, and appreciated the opportunity to gain information and share common goals with the Wiseburn board.
Mr. Bañuelos thanked the staff on both sides for the information at the joint board meeting, and wants to keep that level of dialogue going. He also spoke of the DVS Back to School Night, and thanked Mr. Wallis and his staff for a great event.
No comments from Ms. Morgan and Mr. Mora.

D. From the CEO

None.

E. Facilities Update

Mr. Bravo gave a facilities update.

Mr. Bravo spoke of the KYA Group proposal regarding construction on the Del Aire campus.
A walkthrough with the KYA representative looked at flooring, ceiling tiles, doors, windows, walkway covers, gutters, parking lot cleaning and re-striping, fencing to determine the extent of the work needed.
Demolition will be done by the Da Vinci team.
Extraneous furniture was donated to several school districts.

Discussion on the proposal, scope of work, and timeline ensued.
Mr. Mayotte commented that the costs will be paid out of the fundraised dollars in the Da Vinci Schools Fund, RISE funds, and reserves.
Dr. Wunder reminded Mr. Bravo that the lights in the parking lot should not impact the neighbors.
Moving the RISE High site requires a material revision of the charter with LACOE.
Connect's high school and DVX will be held on a non-Wiseburn property.

Dr. Wunder appreciated the well-organized Facilities Master Planning meeting held by Dr. Silvers the night before.

F. Financial Update

Mr. Mayotte spoke of a $1 to 1.5MM loan he is discussing with Banc of California to help with cash flow while the Del Aire site is being prepared.

2018-19 financial performance
Budgeted net income was expected to be negative $2K. The CFO estimated net income to be between $300 and $500K. In reality, net income was $610K, due to grants, a 2017-18 allocation that was received in 2018-19, and lower expenses.

Brief discussion on spending ensued.
In 2018-19, enrollment grew, personnel costs were better managed, supplies spending decreased from 6.1% to 4.7% without student equipment (the state average is 5.6% overall). The Concur system has provided much-needed transparency.

ADA is trending slightly worse than the budget, but these are early estimates.

Long-term linear trends as a percentage of LCFF were discussed. Costs for 2018-19 (including all personnel costs and outside services) stand at 101.3% of LCFF revenue. 104% is the break-even point for Da Vinci Schools. The high school state average is

111.7%, because charter schools do not have as many revenue streams as school districts.

The long-term goal is to reduce the growth of non-certificated staff; bring the utilization of instructional aides/academic coaches to pre-2017 percentage levels; invest in systems and training to increase support staff's efficiency; reduce overall staff turnover.

Discussion about personnel experience and consultant costs for Special Education ensued. Dr. Ring suggested a deeper dive in a future meeting.

30% of costs (for the entire budget) are shared among the schools. If any of the schools grow, costs are reduced over the other sites.

2018-19 was a significant improvement over 2017-18, when considering there was no workforce reduction.
ADA is better than projected at 3 of the 5 schools.

IV. Approval of Minutes

A. Approve Minutes of the August 21, 2019 Regular Board Meeting

B. Meath made a motion to approve minutes from the Da Vinci Schools Board Meeting on 08-21-19 Da Vinci Schools Board Meeting on 08-21-19.
K. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Approve Minutes of the August 8, 2019 Board Retreat

B. Meath made a motion to approve minutes from the Da Vinci Schools Board Retreat on 08-08-19 Da Vinci Schools Board Retreat on 08-08-19.
K. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Consent Agenda

A. Approve Check Register - August 2019

B. Meath made a motion to approve the August 2019 Check Register as submitted by management.
K. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Accept 2018-19 Unaudited Actuals

Brief clarifying discussion regarding why Da Vinci Science shows greater revenue than the other schools. This was due to the auditors recognizing a STRS-related expense;

there is an offsetting revenue item of the same amount. Da Vinci Science has been the school of record for payroll for STRS purposes.
B. Meath made a motion to accept the 2018-19 Unaudited Actual Financials.
K. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Approve the 2020-2021 Federal Assurances for the El Dorado Charter SELPA

B. Meath made a motion to approve the 2020-21 El Dorado Charter SELPA Federal Assurances for Da Vinci Communications and Da Vinci Science.
K. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approve the 2020-2021 Participation Agreement(s) with the El Dorado Charter SELPA

B. Meath made a motion to approve the 2020-21 Participation Agreements between Da Vinci Communications and Da Vinci Science and the El Dorado Charter SELPA.
K. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve the 2019-2022 Chief Executive Officer's Employment Contract

Pulled for Closed session discussion.

VI. Closed Session

A. Public Employee Performance Evaluation

The Board entered Closed session at 7:28 p.m.

B. Conference with Legal Counsel

VII. Closing Items

A. Reconvene for Public Session & Closed Session Reporting

The Board reconvened for open session at 7:58 p.m.
Dr. Brann reported that on a motion by Mr. Brian Meath, seconded by Mr. Ken Brown, the Board voted 6-0 to approve the CEO's contract through June 30, 2022.
He also thanked Mr. Meath and Ms. Hawn for their work on the contract.

B. Adjourn Meeting

J. Morgan made a motion to adjourn the meeting.
K. Brown 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 8:00 PM.

Respectfully Submitted,
A. Wohlwerth