APPROVED

Da Vinci Schools

Minutes

Da Vinci Schools Board Meeting

Date and Time
Wednesday November 20, 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
D. Brann, I. Mora, J. Morgan, K. Brown, K. Latuner, R. Bañuelos

Trustees Absent
B. Meath

Guests Present
A. Johnson, A. Wohlwerth, Blake Silvers, C. Levenson, Chet Pipkin, E. D'Souza, Gloria White, Grace Long, J. Hawn, Kevin Hunley, M. Mayotte, M. Rainey, M. Ring, M. Wunder, S. Wallis, V. Bravo

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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 Nov 20, 2019 at 6:02 PM.

B. Record Attendance and Guests

C. Approval of Agenda

J. Morgan made a motion to approve.
K. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Public Comments

Mr. Chet Pipkin, former Board Chair, thanked the Board, saying that it was a pleasure to have served with four of the members present, and thanking the new members for their work. Mr. Pipkin expressed his appreciation for the Wiseburn Board and leadership as well. He spoke of the need for communication to the community, although he feels the great work being done in the Da Vinci Schools speaks for itself. He spoke of the Connect expansion being considered, and his opinion that it will help to serve more children. He added that the efforts needed to give more students the benefit of a great public

education are overwhelmingly worth it, and offered his assistance in executing the projects still in the pipeline, via gifts, loans, or loans and a payback model. He would also like to be helpful in any future bond effort.

Mr. Pipkin closed by saying that he misses being on the Board of Trustees, and hopes to work together on various projects in the future.

II. Information

A. From the Board

Dr. Brann thanked Mr. Pipkin for his leadership at Da Vinci, saying that he feels blessed to stand on Mr. Pipkin's shoulders.

Mr. Mora expressed his pleasure at seeing Mr. Pipkin, and welcomed his assistance in completing campus projects.

Mr. Bañuelos thanked Mr. Pipkin for his leadership and his willingness to assist with various projects. Mr. Bañuelos requested a deeper look at CAASPP testing at the next meeting. He also mentioned Exhibitions underway, and spoke of the success of the first Da Vinci Homecoming dance.

Mr. Mora added that he spoke to a student who was very excited about the Homecoming Dance.

Mr. Brown expressed his pleasure at meeting Mr. Pipkin, whose reputation precedes him. He also spoke of the El Camino College State of the College address, saying that he was happy to see Da Vinci Schools represented by Drs. Wunder and Brann at the event. Additional El Camino event invitations will be forthcoming. He added that Dr. Dena Maloney, President of El Camino College, is very happy with the partnership with Da Vinci Schools. Mr. Brown also mentioned his son's happiness at the Homecoming dance.

Ms. Latuner said that in the spirit of Thanksgiving, she is thankful for the work being done and the opportunity to meet Mr. Pipkin.

Ms. Morgan spoke of her gratitude for Mr. Pipkin's leadership and for his reminder that the Board's work is important for not only the students but the greater community. She also requested a report on security measures at the schools.

Dr. Brann apologized for being so ill at the last board meeting, saying that he was diagnosed with pneumonia shortly thereafter. He has completely recovered. He is resigning from the El Segundo City Council effective after the December 2019 City Council meeting, and will focus his attention on Da Vinci Schools.

B.

From the CEO

Dr. Wunder spoke of the Science Fair at Da Vinci Connect the previous week, and invited the board members to visit the school. He also spoke of attending the meeting of the Wiseburn Education Foundation, and the need to work with WEF to coordinate the messages on fundraising. He also spoke of the high student satisfaction at Connect and DVX, the high parent satisfaction at the Da Vinci high schools and sharing that information at WEF and PTA meetings. Ms. Levenson is conducting outreach to the Wiseburn schools to coordinate visits to Da Vinci Schools.

Based on the Board retreat, staff will be reviewing the mission, vision and guiding precepts of the schools. Dr. Wunder mentioned Mr. Pipkin opinion that the mission should be reviewed every ten years. The staff's review will result in a report and goals to be presented to the Board in the Spring.

C. Da Vinci Connect 9-12 Charter Petition Update & Discussion

Dr. Wunder, Dr. Hawn, and Ms. Rainey gave an update on the Connect charter petition.

Dr. Brann said the timeline is not as compressed as first believed, although Dr. Wunder added that it is to Da Vinci's benefit to get the work done before the Spring.

The CALPADs reporting window closes on December 20, but in order to report the current pilot high school students under Connect, the grade levels need to be updated prior to those deadlines. The pilot students and the DVX students would be reported together as one site in CALPADs, removing complexity in compliance reporting.

Dr. Hawn added that much depends on the timeline, because of the timing required in serving the students and families.
There is a deadline of December, but January is the last window of opportunity to revise the charter.

Discussion turned briefly to facilities opportunities.

Ms. Rainey spoke of the continued work with Southern New Hampshire University to create A-G course descriptions. All of the 12 pilot students met their first competency tests in the college coursework. She spoke of the rigor of the college work, and the development of unique schedules for current students and more structured options for larger cohorts. She also touched on socio-emotional supports and the importance of financial literacy for students.

Dr. Hawn spoke of the benefits for students and families, such as flexible student schedules, a safe and caring environment, and an educational program that addresses the problems of college costs and college completion.

Mr. Bañuelos asked about the number of sites. Dr. Wunder explained that the charter revision included four locations to provide flexibility in locating a site without an additional (second) material revision.

The innovative model can attract potential funders, and also result in increased enrollment dollars.
Next steps include working with Wiseburn leadership, and presenting to the Da Vinci Board for approval in December.

Dr. Brann wants to understand Wiseburn Unified School District's challenges and how the Connect revision can help address those challenges, so that all boats rise.

Mr. Mora asked for clarification on the change in the Connect model. Ms. Rainey said that the K-8 hybrid homeschool model at Connect has been successful because it is closely aligned with the at school program and great teachers supporting families.

Mr. Bañuelos asked if all the Connect students would be taking El Camino College and Southern New Hampshire University courses, or if there would be students who would go through just the homeschool program. Dr. Hawn pointed out that it is an integrated program of high school and college work. Ms. Rainey responded that that would be a larger conversation with more than just herself. There is a large range of reasons why students choose the independent study model.

Mr. Brown asked what other schools in the area are doing this independent study model. Dr. Wunder responded that no other school is doing what Da Vinci is doing, and added there is a moratorium on independent study schools as of January 1, 2020.

Mr. Pipkin commented that it was inspiring to watch the work, which reminded him of the early days of developing the breakthrough Da Vinci Schools program which is mainstream today.

D. Da Vinci Schools Assessment Update Presentation

Mr. Steve Wallis introduced Ms. Grace Long, soon to join the Da Vinci Science team as Assistant Principal. She expressed her excitement and appreciation of the work at Da Vinci Schools. Dr. Brann welcomed Ms. Long.
Ms. Gloria White, Data & Accountability Coordinator, gave a presentation on Assessments.

She spoke of the differences between Summative vs. Formative Assessments, comparing them to an iceberg, where Summative Assessments are the tip of the iceberg above the water, and Formative/Interim Assessments are the larger body of the iceberg below the surface.

Summative Assessments are assessments of learning, evaluate proficiency at the end of a course or year(s), and are comprehensive but not actionable. Examples are the ELPAC, SAT/ACT, CAASPP, and CAST (coming in January 2020).

Formative (Interim) Assessments are evaluations during a course or a year, and are actionable but not comprehensive, such as quizzes, exams, EOCs, projects, Exhibition, Presentations Of Learning (POLs), Mastery Grades, NWEA MAP, PSAT

In grades K-2, there are no summative assessments; in grades 3-8, students take the CAASPP; in grades 9-10, there are no summative assessments; 11th grade students take the CAASPP/SAT/ACT; and in 12th grade, students take the SAT/ACT.

Da Vinci Schools Summative Assessments show that 70% of Da Vinci English Learners have scored Moderately or Well Developed on the ELPAC. 88% were Proficient (about 10% EL across DV) in 2018, and 57% were Proficient in 2019, a drop that reflects the 20% of English Learners who were redesignated, moved out of the EL program, and therefore didn't take the Assessment.

Ms. White provided more data, as well as some context, saying that the first-level look at scores broken down by grade show school-level highs and lows, and are not a great metric for high schools, since only one grade is tested and there is no school-wide context on how anyone but current seniors did. However, in K-8 schools where multiple grades are tested, the first-level data helps identify groups that might need attention in the current year.

The next-level look dives into how the results for each grade (grades 3-8) changed from the previous year, and can help reflect on grade-level instructional practices in the previous year. However, high school instructional practices are more difficult to evaluate based on the fact that only 11th grade evaluations exist.

Enrollment makes a difference, as six different grade levels at Connect take the CAASPP, and only one grade level takes the test in high school. The majority of the All Da Vinci data represent the elementary-age students, and Da Vinci Communications makes up only 12% of the All Da Vinci scores.

Continuous improvement in summative assessment lies in the Formative and Interim work that the schools do every day.

Dr. Brann requested another deeper dive into assessments and evaluations in the future.

E. Facilities Update

Mr. Bravo gave a brief update on the Del Aire campus construction, and spoke of the interim security firm that has been hired. A consultant is conducting a security review and

needs assessment. The lead safety officer will be in place beginning February 2020, and the security team will follow. Discussion on costs ensued. Mr. Bravo will give a presentation in a future meeting.

Several professional teams having rented the gym, and there has been interest from film crews in rental of other areas of the campus.

Mr. Bravo also briefly discussed the El Segundo Police Department's responsiveness in working with Da Vinci Schools, and of earthquake, fire, and shelter-in-place drills conducted at the schools.

The chillers were discussed. Mr. Bravo explained that one of the two towers needs refurbishment at considerable cost.

F. Financial Update

Mr. Mayotte spoke of the National School Lunch Program, as well as Attendance, FARL eligibility.
He described the new restrictions on collecting lunch debt: Da Vinci now has a small window in which to collect on lunch debt, cannot serve a lesser-cost lunch to those with lunch debt, and ultimately, could face a $1.5MM impact if everyone eats and doesn't pay.

ADA is trending at 96.6%.

Free and Reduced Lunch (FARL) Eligibility determined by the Unduplicated Pupil Percentage (UPP) is reflecting a 3% improvement since 2017-18, which is more than $100K in additional funds per year.

1st Interim Financials are due December 15, 2019. 2018-19 Audited Financials will be returned by the auditor in December.

Mr. Mayotte is currently working on the status of Outside Services and Athletics.
Mr. Mayotte conservatively estimates net income will be about $1MM, after explaining net income forecasting issues such as NPS students and late (one year late) or possible denial of reimbursements for mental health.

Regarding utility costs, the gym represents about 43% of the schools' total electricity costs. Further discussion on utilities costs, including summer demand pricing, and solar energy ensued. The 201 N. Douglas campus, and the gym, were utilized almost daily during the summer due to summer school, camps, facilities rentals, etc. Mr. Mayotte has been checking on the governmental grants for solar energy.

Mr. Mayotte spoke of the costs of instructional aides and academic coaches. Dr. Wunder added that Dr. Hawn is conducting a staffing study, to be presented in the spring. Mr.

Mayotte also spoke of Da Vinci's higher costs of non-administrative office, technology staff, and higher than other districts' costs for certficated staff. This will become an issue in the next year, depending on how fast the salary tables are increased.

In summary, 2018-19 and 2019-20 are stable, and while there are potential long-term issues in staffing and utility costs in 2010-21, there is time to address them.

III. Approval of Minutes

A. Approve Minutes of the October 16, 2019 Regular Board Meeting

J. Morgan made a motion to approve minutes from the Da Vinci Schools Board Meeting on 10-16-19 Da Vinci Schools Board Meeting on 10-16-19.
K. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Consent Agenda

A. Accept Check Register - October 2019

I. Mora made a motion to Accept the check register for October 2019.
K. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Approve the Administering Medication & Monitoring Health Conditions Policy and Procedures

Mr. Bañuelos thanked Dr. Emily Green and Dr. Ring for their work on the policies. He spoke of the epinephrine portion of the policy and the asked about the training of staff. Ms. Green responded that she annually trains staff who volunteer for the training. Some staff (office managers, administrators, etc.) are under mandatory obligation to receive the training.
K. Brown made a motion to approve the Administering Medication and Monitoring Health Conditions Policy and Procedures.
I. Mora seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Approve the Alcohol and Other Drugs Policy and Instruction

K. Brown made a motion to approve the Alcohol and Other Drugs Policy and Instruction.
I. Mora seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approve the Life Threatening Allergies Board Policy and Procedures

K. Brown made a motion to approve the Life Threatening Allergies Board Policy and Procedures.
I. Mora seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve the Anaphylaxis Board Policy and Procedures

K. Brown made a motion to approve the Anaphylaxis Board Policy and Procedures.
I. Mora seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Approve the Healthcare Emergencies Board Policy and Procedures

K. Brown made a motion to approve the healthcare Emergencies Board Policy and Procedures.
I. Mora seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. Approve the Head and Neck Injury Board Policy and Procedures

K. Brown made a motion to approve the Head and Neck Injury Board Policy and Procedures.
I. Mora seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. Approve the Immunizations Board Policy

K. Brown made a motion to approve the Immunizations Board Policy.
I. Mora seconded the motion.
The board **VOTED** unanimously to approve the motion.

I. Approve the Head Lice Board Policy

K. Brown made a motion to approve the Head Lice Board Policy.
I. Mora seconded the motion.
The board **VOTED** unanimously to approve the motion.

J. Approve the Specialized Physical Health Care Services Board Policy

K. Brown made a motion to approve the Specialized Physical health Care Services Board Policy.
I. Mora seconded the motion.
The board **VOTED** unanimously to approve the motion.

K. Approve the Transportation as a Related Service for Students with Disabilities Board Policy

I. Mora made a motion to approve the Transportation as a Related Service for Students with Disabilities Board Policy.
K. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

L. Approve Law Enforcement Officers and DCFS Workers on Campus Policy

Dr. Ring commented that Da Vinci schools has been cooperating with law enforcement and DCFS, but this policy formalizes the procedures for interviews on campus.
I. Mora made a motion to approve the Law Enforcement Officers and DCFS Workers on Campus Policy.
K. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

M. Approve the Da Vinci Schools School-Sponsored Trips Policy

I. Mora made a motion to approve the Da Vinci Schools School-sponsored Trips Policy.
K. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

N. Approve the Amended and Revised Field Trip Request Guidelines

I. Mora made a motion to approve the Revised Field Trip Request Guidelines.
K. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

O. Approve Da Vinci Schools Suspension and Expulsion Policy Revision

Discussion on process for appealing an expulsion resulted in Mr. Bañuelos requesting a revision making the Board the final decision maker on an expulsion appeal.
R. Bañuelos made a motion to approve the Da Vinci Schools Suspension and Expulsion Policy as amended to include the Board of Trustees as the final decision maker on expulsion appeals.
I. Mora seconded the motion.
The board **VOTED** unanimously to approve the motion.

P. Ratify the Master Contract with Youthcare of Utah (Residential Treatment Center)

I. Mora made a motion to ratify the Master Contract with Youthcare of Utah.
K. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

Q. Approve Mac Lab for Da Vinci Communications

Ms. Morgan inquired about the funds and from which budget they would be taken. Mr. Mayotte responded that the funds are accounted for in the Da Vinci Communications' budget, and a portion will be covered by CTEIG grant monies.
I. Mora made a motion to approve the Mac lab for Da Vinci Communications.

K. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

R. Approve Deposit of Funds into the Deferred Maintenance Bank Account

I. Mora made a motion to approve the Deposit of Funds into the Deferred Maintenance Account.
K. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

S. Approve Bank Relationship Change for Da Vinci Schools

I. Mora made a motion to approve the Bank Relationship Change for Da Vinci Schools.
K. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Closed Session

A. Conference with Legal Counsel

Entered at 8:45 p.m.

VI. Closing Items

A. Reconvene for Public Session & Closed Session Reporting

Reconvene at 9:35 p.m.

Nothing to report

B. Adjourn Meeting

K. Brown made a motion to adjourn the meeting.
R. Bañuelos 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 9:36 PM.

Respectfully Submitted,
A. Wohlwerth