APPROVED

Da Vinci Schools

Minutes

Da Vinci Schools Regular Board Meeting

Date and Time
Wednesday December 15, 2021 at 6:00 PM

Location
Zoom videoconference

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 conducted through Zoom. Join Zoom meeting at https://zoom.us/j/91693662954, Meeting ID: 916 9366 2954, or dial (669) 900-6833.
2. Agendas are available to all audience members on the Da Vinci Schools website at 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 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 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, 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).)

Trustees Present
B. Meath (remote), D. Brann (remote), J. Morgan (remote), J. Webber (remote), R. Ochoa (remote), R. Santiago (remote)

Trustees Absent
D. Boston

Guests Present
A. Wohlwerth (remote), B. Silvers (remote), C. Levenson (remote), Carisma De Anda (remote), Daniela Torres (remote), Emma Enriquez (remote), K. Toon (remote), L. Rodriguez (remote), M. Amato (remote), M. Rainey (remote), M. Wunder (remote), Noah Chan (remote), R. Stoll (remote), S. Wallis (remote), Tania Newman (remote), V. Bravo (remote), Zirak Engineer (remote)

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 Dec 15, 2021 at 6:01 PM.

B. Record Attendance and Guests

Dr. Brann shared that at the Special meeting just adjourned, the Memorandum of Agreement with L.A. County Department of Parks and Recreation was approved.

C. Special Board Action - Approve and Adopt Board Resolution for Teleconference Board Meetings Pursuant to Special Rules in Government Code Section 54953(e)

The Resolution was previously approved at the Special Board meeting which took place just prior to the Regular meeting on December 15, 2021.

D.

Approval of Agenda

R. Ochoa made a motion to approve the agenda.
J. Morgan seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Boston	Absent
R. Ochoa	Aye
D. Brann	Aye
B. Meath	Aye
J. Webber	Aye
J. Morgan	Aye
R. Santiago	Aye

E. Public Comments

None

II. Information

A. From the Board

Mr. Santiago shared that it was nice seeing the students dressed up for their Presentations of Learning (POLs).

Mr. Ochoa wished everyone a Merry Christmas and Happy New Year.

Dr. Brann spoke about the numbers of registered voters among the Da Vinci Schools students. He is impressed with the numbers, the highest in the region. He looks forward to 2022.

B. From the CEO/Superintendent

None

C. Student Board Member Update

Dr. Hawn shared that the student board members meet with not only Drs. Hawn and Wunder, but they meet with each other to coordinate their reports.

Student Board Member Coordinator Carisma De Anda introduced the student board members' updates.

Ms. Tania Newman spoke of the Da Vinci Design events for the month, such as POLs (Presentations of Learning), college application submissions, Hub decorating competition, the Black Student Union's cookout, the LatinX Club's potluck and the Community Service

Club's toy drive. Ms. Newman is the only semifinalist in the South Bay competing for the Coca Cola Scholarship.

Emma Enriquez gave the Science report. Science students enjoyed a Cabin Fever Kickback, the Junior Class Field Trip to Griffith Park Observatory, and participated in the California Healthy Youth Act webinar presented by Dr. Emily Green, POLs (Presentations of Learning) and final exams for Seniors, and are looking forward to Winter Break.

Ms. De Anda gave the report for the Connect High School students. Connect High's Exhibition was well-attended. Connect High School students have completed 90 SNHU courses thus far.

Mr. Zirak Engineer shared that the Connect K-8 split Exhibition into two days for COVID safety, and held Pajama Day in December.

Ms. Daniela Torres gave the Communications report, sharing that the students have created raised garden beds, held POLs, made Thanksgiving baskets for their teachers, and held a Winter Wonderland-themed Community Dialogue. She also shared colleges and universities which have offered acceptances to Communications students so far, and that a Communications student had received a Posse scholarship to the University of Wisconsin, Madison.

Dr. Brann shared that he attended the well-organized Connect K-8 Exhibition.

D. Presentation: Sandbox & Coffee Bar Update

Dr. Hawn began the presentation for the Coffee Bar and the Sandbox, saying that the conversations have been restarted due to Ms. Carla Levenson's efforts with grant funding.

Dr. Wunder shared that Da Vinci Design's Entrepreneurial pathway are designing the space, and will co-operate the Coffee Bar with Chartwells. The Coffee Bar space and mock up were shared. Dr. Wunder noted Mr. Gregg Goldfarb's project management efforts, and the work of the whole team. The coffee bar will be movable on casters, and could be in place next semester.

Dr. Webber commented that she appreciated seeing the design and the movable pieces. Discussion of the design and potential for additional lounge space ensued. Dr. Brann commented that the Design students should be an integral part of the entire process.

Mr. Ochoa inquired about the hours of operation. Dr. Hawn shared that the Entrepreneurship class, working with Chartwells, will develop the operating hours of the coffee bar.

Payment systems were discussed. MySchoolBucks, a payment system integrated in PowerSchool, will probably be used.

The portability of the furniture does not require the Division of State Architects' approval, and will take less time to install.
Dr. Hawn spoke of the Sandbox design. Originally, the design was to be a flexible, co-working space for adults, including partnerships with other educational organizations. The current design will be used more for students, especially for Career Technical Education (CTE) classes.

Dr. Brann shared that the Sandbox space is over 8,000 square feet and needs to be used more efficiently.

Dr. Hawn went on to discuss the office and conference pods for the Sandbox. They will be able to be used no matter the final design of the Sandbox.

She then mentioned the teams at work on both the Coffee Bar and the Sandbox.
David Stephen (New Vista Design) is a cofounder of High Tech high and an architect. He has worked with Gensler on translating the space for Da Vinci's project-based programs.

Ms. Morgan inquired about how the Robotics team feels about the use of the Sandbox being taken away from them. Dr. Wunder shared that the Robotics team always knew that their use of the Sandbox was temporary.

E. Presentation: Development Update

Ms. Carla Levenson gave a presentation on Advancement. Current donors and sources of funding are corporations like Chevron, Northrop Grumman, and Boeing, and foundations.

Currently, the Advancement team is very small. Funders are beginning to come to Da Vinci based on its reputation for innovative education reform, but there is still money being left on the table. Da Vinci needs to do better at preserving and building organizational memory (funding relationships) and being more strategic. Da Vinci has received 16 State CTE grants which require a lot of detailed management. The current development team is not able to follow through with those grant requirements without more personnel.

Dr. Brann commented that founding president Chet Pipkin's philosophy was to pursue funds that fit Da Vinci's values, mission, and vision.

Ms. Levenson detailed the amount of funding currently achieved, and the current staffing (the equivalent of .5 of a Full Time Employee, at a total cost of $113,500). Dr. Webber inquired if the grants would cover the cost of a staffer's salary. Mr. Amato responded that

some of the grants allow allocating part of staff's time, but no grants cover the whole cost of a staffer. Dr. Wunder shared that funders are reluctant to have any funds used for operational costs, rather than on the students.
Ms. Levenson shared the department's support needs, especially grant writers, relationship-builders, and grant tracking/management.

Mr. Amato discussed the recommended future staffing of 3.5 FTEs, including consultants and a new grant manager. Some current staffers' time will be reallocated (1.1 FTE), so that .9 consultants and a 1.0 FTE grants manager will be hired. The new annual expense would be $401K with the goal of raising two to three times this amount.

Mr. Meath said that he supported the plan.

F. Financial Update

Mr. Amato shared the First Interim Report, which will be submitted to Wiseburn. The report includes the October YTD Profit & Loss results, the original budget, the revised budget based on current revenues and expenses, and the 2-year projections (2022-2024).

Changes to the budget:
Mr. Amato's revised budget reduces projections by $260K, based on current ADA targets. Enrollment at DVC and ADA percentages at DVD have not been as robust as previously predicted, so Mr. Amato feels it best to conservatively revise the budget. Da Vinci has grown over last year, and will receive funding for that growth.

Federal revenues are $40K higher than expected, although ESSER II funds are $120K lower than expected for Connect - the CDE revised its allocations after Mr. Amato's budget had been created. Other State funding will help to offset the lower allocation. Brief discussion on Connect's ESSER II funds ensued.

State grant stimulus revenues are higher than expected, but some local revenues (i.e., Charter School Growth Fund) are lower than expected. The overall total impact is a reduction of $120K in total revenue, so not too far off from the original assessment.

Mr. Amato shared that expenses are higher than anticipated in the areas of: Personnel ; Books and Supplies; Construction; Rent expense; Capital outlay (due to a new Mac lab for DVC).
The revised budget is showing a deficit of $334K as opposed to an originally-planned $1.15M surplus. Mr. Amato is anticipating a $560K ECF grant to help offset the deficit.

Mr. Amato went on to cover unrestricted funds, deferred maintenance, undesignated funds, net capital assets, and projected reserves.

Mr. Amato also shared future year projections of a surplus in FY22-23. In FY23-24, Federal and State stimulus funds are not anticipated, so the picture looks to be less rosy there.

Discussion on technology replacement costs ensued. The budget is formulated prior to the students' return of Chromebooks. The replacements are sturdier and are being monitored more closely.

Dr. Brann asked Mr. Denniston about his opinion on the State's budget. State revenues are 26% higher than the State anticipated, so Mr. Denniston is optimistic. He believes that the State will disburse funds to public education, but that it will come through one-time revenue programs rather than LCFF.

G. Operations Update

None

III. Approval of Minutes

A. Approval of Minutes of the November 17, 2021 Regular Da Vinci Schools Board Meeting

J. Morgan made a motion to approve the minutes from Da Vinci Schools Regular Board Meeting on 11-17-21.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

B. Meath	Aye
J. Webber	Aye
R. Santiago	Aye
D. Brann	Aye
J. Morgan	Aye
R. Ochoa	Aye
D. Boston	Absent

IV. Consent Agenda

A. Accept Da Vinci Schools Payment Register - November 2021

R. Santiago made a motion to accept the November 2021 payment register.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Brann	Aye
D. Boston	Absent
R. Ochoa	Aye

Roll Call

R. Santiago	Aye
B. Meath	Aye
J. Morgan	Aye
J. Webber	Aye

B. Approve First Interim Report

R. Santiago made a motion to approve the First Interim Report.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

B. Meath	Aye
R. Santiago	Aye
D. Brann	Aye
J. Webber	Aye
R. Ochoa	Aye
J. Morgan	Aye
D. Boston	Absent

C. Approve Educator Effectiveness Block Grant Plan for Da Vinci Communications

R. Santiago made a motion to approve Educator Effectiveness Block Grant Plan for Da Vinci Communications.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

R. Ochoa	Aye
J. Morgan	Aye
D. Brann	Aye
J. Webber	Aye
R. Santiago	Aye
B. Meath	Aye
D. Boston	Absent

D. Approve Educator Effectiveness Block Grant Plan for Da Vinci Design

R. Santiago made a motion to approve Educator Effectiveness Block Grant Plan for Da Vinci Design.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

B. Meath	Aye
J. Webber	Aye
R. Ochoa	Aye
R. Santiago	Aye

Roll Call

D. Brann Aye
J. Morgan Aye
D. Boston Absent

E. Approve Educator Effectiveness Block Grant Plan for Da Vinci Science

R. Santiago made a motion to approve Educator Effectiveness Block Grant Plan for Da Vinci Science.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

R. Ochoa Aye
B. Meath Aye
J. Morgan Aye
R. Santiago Aye
J. Webber Aye
D. Brann Aye
D. Boston Absent

F. Approve Educator Effectiveness Block Grant Plan for Da Vinci Connect

R. Santiago made a motion to approve Educator Effectiveness Block Grant Plan for Da Vinci Connect.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Morgan Aye
R. Ochoa Aye
D. Brann Aye
J. Webber Aye
B. Meath Aye
D. Boston Absent
R. Santiago Aye

G. Ratification of Quote for Coffee Bar Installation

R. Santiago made a motion to Ratify the quote for the Coffee Bar Installation.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Morgan Aye
J. Webber Aye
D. Brann Aye
D. Boston Absent
B. Meath Aye

Roll Call

R. Ochoa Aye
R. Santiago Aye

H. Approve Vendor Agreement with YOURspace for Modular Office Pods

R. Santiago made a motion to approve the Vendor Agreement with YOURspace for Modular Office Pods.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

R. Ochoa Aye
D. Brann Aye
J. Webber Aye
D. Boston Absent
B. Meath Aye
J. Morgan Aye
R. Santiago Aye

I. Approve Authorization to Submit Managed Services Agreement (MSA) for Technology Services to Wiseburn Unified School District Board

R. Santiago made a motion to approve the Authorization to Submit Managed Services Agreement (MSA) for Technology Services to the Wiseburn Unified School District Board.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Boston Absent
R. Santiago Aye
B. Meath Aye
J. Morgan Aye
D. Brann Aye
R. Ochoa Aye
J. Webber Aye

J. Approve Revised Salary Schedule For Director of Technology

R. Santiago made a motion to approve Revised Salary Schedule for the Director of Technology.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Morgan Aye
R. Santiago Aye
B. Meath Aye
R. Ochoa Aye

Roll Call

J. Webber Aye
D. Brann Aye
D. Boston Absent

K. Approval to Hire a Grants, Finance, and Accounting Manager Position

R. Santiago made a motion to approve the Hire of a Grants, Finance, and Accounting Manager Position.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Boston Absent
D. Brann Aye
J. Webber Aye
B. Meath Aye
J. Morgan Aye
R. Ochoa Aye
R. Santiago Aye

L. Approve ESSER III Safe Return to In-Person Instruction LEA Plan for Da Vinci Communications

R. Santiago made a motion to approve ESSER III Safe Return to In-Person Instruction LEA Plan for Da Vinci Communications.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Brann Aye
B. Meath Aye
J. Webber Aye
R. Santiago Aye
J. Morgan Aye
D. Boston Absent
R. Ochoa Aye

M. Approve ESSER III Safe Return to In-Person Instruction LEA Plan for Da Vinci Design

R. Santiago made a motion to approve ESSER III Safe Return to In-Person Instruction LEA Plan for Da Vinci Design.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Boston Absent
B. Meath Aye

Roll Call

J. Morgan	Aye
J. Webber	Aye
R. Santiago	Aye
D. Brann	Aye
R. Ochoa	Aye

N. Approve ESSER III Safe Return to In-Person Instruction LEA Plan for Da Vinci Science

R. Santiago made a motion to approve ESSER III Safe Return to In-Person Instruction LEA Plan for Da Vinci Science.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Brann	Aye
J. Morgan	Aye
J. Webber	Aye
R. Santiago	Aye
D. Boston	Absent
B. Meath	Aye
R. Ochoa	Aye

O. Approve ESSER III Safe Return to In-Person Instruction LEA Plan for Da Vinci Connect

R. Santiago made a motion to approve ESSER III Safe Return to In-Person Instruction LEA Plan for Da Vinci Connect.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

B. Meath	Aye
J. Morgan	Aye
D. Brann	Aye
R. Ochoa	Aye
R. Santiago	Aye
D. Boston	Absent
J. Webber	Aye

V. Closed Session

A. Conference with Legal Counsel

Closed session was entered at 7:37 p.m.

VI. Closing Items

A. Reconvene for Public Session & Closed Session Reporting

Public session reconvened at 9:03 p.m.
Dr. Brann reported no action had been taken in Closed Session.

B. Adjourn Meeting

R. Santiago made a motion to adjourn.
J. Morgan seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Morgan	Aye
R. Santiago	Aye
D. Boston	Absent
J. Webber	Aye
R. Ochoa	Aye
B. Meath	Aye
D. Brann	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:04 PM.

Respectfully Submitted,
A. Wohlwerth