APPROVED

Da Vinci Schools

Minutes

Da Vinci Schools: L.A. County Board Meeting (RISE High)

Date and Time
Tuesday February 28, 2023 at 6:00 PM

Trustees Present
A. Montes-Rodriguez (remote), C. McCullough (remote), C. Taylor (remote), J. Morgan (remote), L. Jennings (remote), T. Johnstone (remote)

Trustees Absent
None

Guests Present
Anna Marie Defelice (remote), E. Salango (remote), E. Whalen (remote), J. Hawn (remote), Joshua Beals (remote), Larry Simonsen, Jr (remote), M. Amato (remote), M. Denniston (remote), M. Wunder (remote), N. Lara (remote), V. Bravo (remote)

I. Opening Items

A. Call the Meeting to Order

L. Jennings called a meeting of the board of trustees of Da Vinci Schools to order on Tuesday Feb 28, 2023 at 6:04 PM.

B. Record Attendance and Guests

C. Approval of Agenda

J. Morgan made a motion to Approval of Agenda.
C. Taylor seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
A. Montes-Rodriguez	Aye
L. Jennings	Aye
C. Taylor	Aye
J. Morgan	Aye
C. McCullough	Aye
T. Johnstone	Aye

D. Public Comments

None.

II. Special Board Action

A. Special Board Action: Approve and Adopt Board Resolution Authorizing Remote Teleconference Meetings for the Period of February 1, 2023 through February 28, 2023

T. Johnstone made a motion to Approve and Adopt Board Resolution Authorizing Remote Teleconference Meetings for the Period of February 1, 2023 through February 28, 2023.
C. McCullough seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
C. McCullough	Aye
T. Johnstone	Aye
A. Montes-Rodriguez	Aye
C. Taylor	Aye
L. Jennings	Aye
J. Morgan	Aye

III. Information: Board Comments and/or Administrative Reports

A. From the Board

Dr. Johnstone thanked Mr. Gary Wayland for completing RISE's taxes. Dr. Johnstone also thanked Erin and staff for their work on the California School Safety Plan.

Mr. Taylor shared his experience at the Future Without Fear event. He enjoyed listening to students interact and was impressed with their courage to share. He expressed that he is proud of the students.

Mrs. Morgan noted that she is following RISE on Instagram as it is a great way to receive updates and follow along. Dr. Jennings agreed.

B. From the CEO/Superintendent

Dr. Wunder thanked Mr. Whalen for his advocacy and leadership in supporting RISE moving forward.

C. From the Executive Director

Mr. Whalen thanked the RISE leadership team for all of their work.

Mr. Whalen thanked Mr. Taylor for supporting the Future Without Fear event. He noted that it was a powerful experience for the students where they were able to share their reflections on what life could be like without fear. Their stories will be shared on a global platform where others can learn from their experiences and reflections. Mr. Whalen thanked Dr. Wunder for the connection.

Mr. Whalen stated that RISE's social media is live and active. He thanked staff for sending updates while he managed the accounts. The goal and vision is to pass it to student ambassadors at each campus. There has been positive feedback, and organizations have been reaching out.

Mr. Whalen provided a fundraising update. The Arts for Justice-Involved Youth Grant was released, and New Earth and Richstone have submitted their applications. The grant provides creative visual or performing arts opportunities for students. RISE has also been invited to apply for the New School Venture Fund for the El Camino location.

Mr. Whalen thanked DV Board member Leslie Heimov for the recommendation to join The Giving List. RISE will be featured in their catalog for funders to donate.

Mr. Whalen also thanked Dr. McCullough for the opportunity to join the Telethon and for her continuous support. Volunteers reached out to Tier 3 students to encourage them back to school. He also stated that it was great to learn about other organizations opening up opportunities for connection.

Mr. Whalen shared an El Camino College Update. Both RISE and ECC reviewed the MOU review on December 12. RISE has submitted our redline version of the MOU to ECC, and is awaiting the final redline from ECC with feedback. The goal and vision is to open the campus at the beginning of the 2023-24 school year.

Mr. Whalen shared his experience advocating for RISE at the School Leader of Color Convening He noted that reactions and sentiments were powerful. Dr. Jennings thanked Mr. Whalen for all his advocacy work.

Mr. Simonsen shared information on the recommendation to consolidate categorical program and leadership committees. Schools that accept categorical funding must have:

SAC (School Advisory Council), ELAC (English Learner Advisory Committee), and SSC (School Site Council). He shared that the LEA Governing Board may approve an operating plan in which one or more of these required structures yields its decision-making authority to another for a period of time, provided that the constituency of the standing committee is comprised of members of all three structures.

D. RISE High Update

Mrs. Lara reviewed the RISE 2022-23 Priorities: Advisory Communities, Project-Based Learning, and Holistic Wellness.

January Data and Demographics Update
RISE served 196 students, 47% of whom are opportunity youth. ADA from 12/26/2022 - 1/20/2023 was 51.04% at Richstone, 55.87% at APCH, and 49.16% at New Earth. School-wide ADA is 52.16%.

Dr. Wunder thanked staff for their efforts, applauded the upward trend, and noted that more work needs to be done to support a continual increase in enrollment and ADA. Dr. McCullough shared that attendance and enrollment are issues across the State and thanked staff for their efforts. Mrs. Montes-Rodriguez inquired about the budget and implications and asked how the Board could support enrollment efforts. Dr. McCullough and Mrs. Montes-Rodriguez commented on canvassing efforts. Mrs. Lara thanked the Board for their support.

Mrs. Lara provided an enrollment outreach efforts update. The action plan includes generating 1-2 new contacts weekly through outreach, connections to current agencies/organizations, and referrals. Additionally, two monthly community events will be hosted to promote RISE to the broader community. Organizations we currently work with include Penny Lane Centers (group home), New Concept Humanistic Foundation, St. Anne's, Vista Del Mar, and Dangerfield Institute Of Urban Problems. Service agencies we work with include the Children's Law Center of California, Loyola Law School, Families Uniting Families, DCFS Transitional Housing Program, and Deputy Probation Officers. Mrs. Lara encouraged everyone to send potential contacts to Attendance and Enrollment Coordinator Christian Navarro, who supports these efforts.
Mrs. Lara highlighted data pertaining to student support services provided from August through January at APCH and Richstone. She thanked Ms. Anna Marie Defelice, Coordinator of Student Support Services, and the team for their work with our students and the community.

Staffing Update: Case Manager Counselor Position
Mrs. Lara reviewed the approval request for the new Case Manager Counselor position. This position would be a combination of current Case Manager and Academic Counselor positions. The process included feedback across stakeholder groups regarding the need for Academic Counselor at each site. Reviewing both job descriptions revealed a

significant overlap in duties and responsibilities. Staff obtained feedback from DV Leadership members on the feasibility of combining positions. A case manager counselor position at each site would support social, emotional, and academic guidance needs versus having one case manager at each location and one academic counselor traveling across sites. There is a pathway for all current case managers to be trained in academic counseling services. This role is open to candidates with PPS credentials; MSW is preferred but not required. The Coordinator of Student Support Services would provide essential coaching/training from the CSW lens. This also contributes to a sustainable fiscal model and expands the capacity of support services available to students onsite daily.

Mrs. Montes-Rodriguez asked about the case manager counselor position at New Earth. Mrs. Lara shared that we would need to hire a case manager counselor for New Earth since the responsibilities of the new role include academic guidance and support.

Partnership Update: Indivisible Arts (Richstone)
The State of the Art event is on March 19th from 5:00 pm-9:00 pm.

Dr. Jennings inquired about the different offerings at each site being shared amongst all RISE students across all sites. Mr. Whalen and Mrs. Lara shared that each site partnership has other offerings usually geared toward students attending those centers. Staff are working on expanding enrichment opportunities across all sites.

E. Financial Update

Mr. Amato reviewed the January financial statements. The Balance sheet shows cash in the bank at over $1.2 million and accounts receivable at just over $750,000. This reflects the XQ grant currently in the DVSF funds, which will be transferred to the RISE account in a few weeks. Due from Grantor Governments is $389,028. About $163,000 was collected in February, with about $235,000 remaining. Most of this amount is ESSER funds that will be collected over the next six months.

Mr. Amato noted that the Fixed Assets section includes a new account titled 'Right of Use Assets,' representing leases on the books. The amount of $53,000 is for the copy machines. A new accounting pronouncement requires showing the value of leases and their long-term impact as an asset. As the lease is paid monthly, the asset reduces in value. This is a new way of accounting leases as of this year. Accounts payable is about $28,000, with $12,000 paid in February. The remaining amount is a payable that is paid monthly to Richstone for their fee. Deferred revenue is about $1.3 million, which reflects a variety of grants in which the cash has already been received and will be used against expenses this year. This number will decrease over the next few months as it moves into the Profit and Loss statement. The amount includes $750,000 from the Balmer grant, $143,000 from the HIP grant, $150,000 from the Arts and Instructional Material and Learning Recovery grant, and $100,000 from the YASS grant. These grants will be used

this year and next year over time. A new line is reflected under Other Liabilities titled 'Leases Payable,' which reflects the asset's value (copy machines) and the payable due on the assets, which is the amount paid monthly.

Mr. Taylor asked what ADA percentage is assumed when budgeting. Mr. Amato stated that the assumption changes every year. RISE assumes 52% ADA percent this year. The assumption on enrollment and ADA percentage is informed by historical data, the current outlook for the next school year, and trends.

Mr. Amato reviewed the Profit and Loss statement for July through January, comparing actuals to the first interim budget. There were a few differences between January actuals and the first interim budget. RISE is on track with a net surplus of just over $10,000.

Mr. Amato reviewed the Second Interim. Enrollment projection in the Second Interim is 187, ADA percentage is 52%, and ADA at 97.9. Funding from ADA is LCFF revenue which remains at $1,462,747; no change from the first interim. Federal revenue is $692,503, reflecting a slight variance in the All Other Federal Revenue line. Other state revenue is $750,022 due to reductions in expenses.

Mr. Taylor inquired about the relationship between the sources of revenue (LCFF, federal, state, and fundraising) and increased enrollment. Mr. Amato shared that LCFF, Federal Revenue, and Other State Revenue are related to ADA. The line titled 'Foundation Grants/Donations' reflects fundraising dollars from Balmer, XQ, Boeing, etc. One-time funds are also reflected in State and Federal monies like HIP grant, California Community Schools, and ESSER III. Recurring funding received year-to-year includes LCFF, Title funds, SPED funding, Mandated Block grant, and state lottery revenue.

Mr. Amato noted that total revenue is down from $4,709,843 million to $4,623,988 due to expecting fewer expenses. Total personnel expenses show a slight variance from $3,029,802 to $3,015,655 due to staffing adjustments throughout the year. Books and supplies are down about $10,000 from first interim, and other operating expense category is down about $70,000. The net surplus from operations is $9,874, and end-of-year reserves is $27,714.

Mr. Taylor asked about the fundraising dollars needed to balance the budget. Discussion ensued. Mr. Whalen noted that more information will be provided at upcoming meetings to review how Board members can continue to support fundraising efforts. Dr. Wunder recommended additional support around enrollment and thanked Mrs. Lara for her leadership in developing a plan.

Mrs. Montes-Rodriguez asked about fundraising and changes in bottom-line net funding regarding the proposed case manager position. Mr. Amato shared that the case manager will have minimal impact on the budget and is built into the second interim budget.

Regarding fundraising, staff are currently working on the budget for next year, which will be discussed in upcoming meetings.

Dr. McCullough asked Mr. Denniston if there is any movement at the state level around ADA since it is a statewide issue. Mr. Denniston noted that the state passed some ADA relief to charters and districts in 2021-22, yet relief to districts is permanent. There is no new information regarding additional ADA relief for charters, yet this can change at the last minute.

Mr. Amato noted the 2021-22 tax return is up for approval is is on time for filing.

Mr. Taylor thanked Mr. Amato for articulating the details simply, allowing Board members to ask questions.

F. Facilities Update

Mr. Bravo noted that the staff found a van, and the quote is up for approval.

He also shared that staff are investigating safety upgrades at the facilities, including lockdown latches. Staff are working with co-location partners for approval.

Mrs. Montes-Rodriguez asked if the number of people in the van allow for anyone to drive the vehicle. Mr. Bravo commented that a 10-passenger vehicle does not require special licensing.

IV. Approval of Minutes

A. Approve Minutes of the January 18, 2023 Regular Board Meeting

T. Johnstone made a motion to approve the minutes from Da Vinci Schools: L.A. County Board Meeting (RISE High) on 01-18-23.
C. McCullough seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
C. Taylor	Aye
L. Jennings	Aye
A. Montes-Rodriguez	Aye
T. Johnstone	Aye
J. Morgan	Aye
C. McCullough	Aye

V. Action Items

A. Accept January 2023 Check and EFT Transactions Per Management

T. Johnstone made a motion to Accept January 2023 Check and EFT Transactions Per Management.
L. Jennings seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

C. Taylor	Aye
A. Montes-Rodriguez	Aye
T. Johnstone	Aye
C. McCullough	Aye
L. Jennings	Aye
J. Morgan	Aye

B. Approve Second Interim Report to LACOE

J. Morgan made a motion to Approve Second Interim Report to LACOE.
C. Taylor seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

C. McCullough	Aye
J. Morgan	Aye
L. Jennings	Aye
A. Montes-Rodriguez	Aye
T. Johnstone	Aye
C. Taylor	Aye

C. Approve Fiscal Year 2021-22 Tax Return

L. Jennings made a motion to Approve Fiscal Year 2021-22 Tax Return.
A. Montes-Rodriguez seconded the motion.
Mrs. Morgan inquired about the timeline of submission. Mr. Amato stated that there is a long time to file, and our submission is on time. Timing is based on the audit which typically falls at the end of the year.
The board **VOTED** unanimously to approve the motion.

Roll Call

T. Johnstone	Aye
L. Jennings	Aye
A. Montes-Rodriguez	Aye
J. Morgan	Aye
C. McCullough	Aye
C. Taylor	Aye

D. Approve Quote from South Bay Ford Lincoln for Purchase of Van

A. Montes-Rodriguez made a motion to Approve Quote from South Bay Ford Lincoln for Purchase of Van.
L. Jennings seconded the motion.

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

Roll Call

J. Morgan	Aye
A. Montes-Rodriguez	Aye
L. Jennings	Aye
T. Johnstone	Aye
C. McCullough	Aye
C. Taylor	Aye

E. Approve and Adopt Updated Administering Medication and Monitoring Health Conditions Board Policy

C. McCullough made a motion to Approve and Adopt Updated Administering Medication and Monitoring Health Conditions Board Policy.
L. Jennings seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

T. Johnstone	Aye
J. Morgan	Aye
C. Taylor	Aye
L. Jennings	Aye
A. Montes-Rodriguez	Aye
C. McCullough	Aye

F. Approve 2023-24 Comprehensive School Safety Plan

T. Johnstone made a motion to Approve 2023-24 Comprehensive School Safety Plan.
L. Jennings seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

L. Jennings	Aye
T. Johnstone	Aye
C. Taylor	Aye
C. McCullough	Aye
J. Morgan	Aye
A. Montes-Rodriguez	Aye

G. Approve and Adopt Site Committee Guidelines for ELAC Delegation to SSC

A. Montes-Rodriguez made a motion to Approve and Adopt Site Committee Guidelines for ELAC Delegation to SSC.
T. Johnstone seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

C. McCullough	Aye

Roll Call

A. Montes-Rodriguez	Aye
L. Jennings	Aye
C. Taylor	Aye
J. Morgan	Aye
T. Johnstone	Aye

H. Approve RISE Case Manager Counselor Position

L. Jennings made a motion to Approve RISE Case Manager Counselor Position.
C. Taylor seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

T. Johnstone	Aye
C. Taylor	Aye
L. Jennings	Aye
C. McCullough	Aye
A. Montes-Rodriguez	Aye
J. Morgan	Aye

VI. Closing Items

A. Adjourn Meeting

L. Jennings made a motion to adjourn the meeting.
T. Johnstone seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

C. McCullough	Aye
C. Taylor	Aye
J. Morgan	Aye
T. Johnstone	Aye
L. Jennings	Aye
A. Montes-Rodriguez	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:43 PM.

Respectfully Submitted,
E. Salango