APPROVED

Da Vinci Schools

Minutes

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

Date and Time
Wednesday August 16, 2023 at 6:00 PM

Location
201 N. Douglas Street, El Segundo, CA 90245

Trustees Present
C. McCullough, L. Jennings, T. Johnstone

Trustees Absent
A. Montes-Rodriguez, C. Taylor

Guests Present
E. Salango, E. Whalen, Kevin Hunley (remote), Larry Simonsen, Jr. (remote), M. Amato, M. Denniston (remote), M. Wunder, Merrick Garland (remote), N. Lara, V. Bravo, V. Rodriguez

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 Wednesday Aug 16, 2023 at 6:02 PM.

B. Record Attendance and Guests

C. Approval of Agenda

T. Johnstone made a motion to approve the agenda.
C. McCullough seconded the motion.
Amend not voting on Carla's renewal
The board **VOTED** unanimously to approve the motion.

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

D. Public Comments

None.

II. Brown Act Training

A. Brown Act and Governance Training

Mr. Merrick Wadsworth, Senior Counsel at Procopio, reviewed Brown Act. The Brown Act is a California transparency "open meetings" law for local public agencies. He defined "meetings" and recommended avoiding one-on-one agenda briefings, conversations about whether to call a meeting, and information-only updates received by the entire Board are okay. Board retreats, strategic planning sessions, board study sessions are meetings.

Under SB 126, Board meetings must be held in the county where the greatest number of DVLA students reside. Also under SB 126, Board meetings must include two-way teleconference at all sites and resource centers. Board members may use teleconferencing only if the agenda identifies teleconference locations (where Board members are dialing-in from), quorum is within the jurisdiction, the agenda is posted at teleconference locations in same timelines (72 or 24 hours in advance of the meeting, teleconference locations are accessible to the public, and roll call votes are required.

Under AB 361, during a proclaimed state of emergency, the Board may use teleconferencing without complying with many of the normal rules if State or local officials have imposed or recommended physical distancing; or the Board determines that due to the emergency, meeting in person would present imminent risks to the health or safety of attendees. AB 361 will remain in effect until January 1, 2024, but only useful during state of emergency. There are specifics that the Board must comply with for virtual meetings, including: making appropriate findings every 30 days, roll call votes required, agenda must be posted in a publicly accessible location and on the website, agenda must identify how the public can access the meeting (e.g., a Zoom link), and the public must be notified of how they can address the Board. The public must be able to provide comments directly to the Board and in real-time (the Board cannot require submission of written comments

before the meeting. If a disruption occurs (e.g., Zoom room shuts down), the Board cannot take further action until public access is restored, and if there is a timed public comment period, the Board may not close public comment until the time has elapse.

AB 2249 provides new, limited teleconferencing procedures for individual board members. If a quorum of the Board is in-person at a singular location, a board member may participate remotely without complying with many of the normal rules if: there is “just cause,” which is defined as a childcare or caregiving need, a contagious illness, a need related to a physical or mental disability, or travel while on agency business; or there are “emergency circumstances,” which is defined as a physical or family medical emergency that prevents a member from attending in person, and Board takes action to approve the request. Board member must publicly disclose at the meeting who is also in the room before any action is taken, and participate via audio and visual technology. Additionally, the Board may use “just cause” as basis for remote participation for only two meetings per calendar year, and may not use remote participation for more than three consecutive months or 20% of regular meetings in a calendar year.

Locations must be accessible to the public. Agendas must be posted on the school website and at all the teleconference sites. The agenda packet is a public record that should be available if requested. Agendas cannot be modified once posted. A public comment period is required. Comments should be time-limited. Disrupted conduct is not permitted. Comment is not a conversation. The Board president may ask staff to follow up with the member of the public.

Closed session is allowable for limited topics (litigation, personnel evaluation/discipline, real estate negotiations). Only essential persons may be present. Executive compensation (dollar amounts) must be discussed and approved in open session, at a regular, not special, meeting. The Board must orally report a summary description of executive compensation before final action is taken, and compensation must be reasonable (Board should conduct compensation analysis). Minutes should be more than an action format. Open session items are usually in narrative format.

III. Information: Board Comments and/or Administrative Reports

A. From the Board

Dr. Jennings shared her appreciation for the work everyone is doing and wished everyone a happy first week of school.

Dr. Johnstone thanked everyone for their work in Parent and Student Handbook.

B. From the CEO/Superintendent

None.

C.

From the Executive Director

Mr. Whalen provided an update regarding the partnership with El Camino College. RISE will submit the MOU to the El Camino Board as soon as President Thames recommends that it be added to their agenda. The team is hopeful that the RISE & ECC MOU will on the agenda in October. If so, RISE is in alignment with the original Material Revision submission timeline and a 24-25 SY opening. President Thames has shared that she still feels incredibly committed and hopeful for our upcoming partnership.

Mr. Whalen reviewed the Tiers of Attendance. Tier 1 consists of Universal Precautions including: 5-Days a week of work completion, Advisor outreach, enrollment letters, home visits, Open House, and increased parent communications. Tier 2 is Targeted Interventions which include STAC meetings, chasing (made possible because of the RISE van), and home visits. Tier 3 is Consistent Individualized Supports incorporating School Access Coaches and attendance contracts.

School Access Coaches are trained, have been live scanned and completed volunteer packet. They are in the process of sending in a TB test and completing Safe Schools training modules. Next steps are the Mentor + Mentee Meet and Greet Celebration and a program commencement in September/October. We are accepting the second round of Access Coach applications in December 2023.

Current enrollment efforts could include promotion/advertisements in the form of a bus ad or commercial. Enrollment blast emails are being sent and staff are present at local service agencies. RISE is also receiving support from our collocation partners. All partners are updating their websites to include general RISE and enrollment information. Richstone therapists working in local high schools are aware that we are enrolling throughout the year. New Earth is supporting with Culver City High School recruitment and referrals. APCH is supporting with a social media outreach. The RISE community is supporting through staff canvassing and Board member outreach.

Mr. Whalen asked the Board to volunteer for the DVLAC workgroups: policy and revenue. Goals for the policy work group include: analyzing the public policy landscape and determining which policies can be best leveraged and/or changed to provide the most favorable conditions. Methods include joining or create mission aligned coalitions, investing in advocacy, affairs and policy specialists (Capitol Advisors), and advocating for policy reform. The goals of the revenue work group is to support increasing revenue and decreasing expenses. Methods include supporting enrollment, attendance, fundraising, and additional revenue building activities. Mr. Whalen asked Board members where they would be of most assistance and if they have anyone within their network and communities who would be a strong addition to our workgroup.

Mr. Whalen invited Board members to take part in the Da Vinci RISE Cold Call Event taking place on November 1 and 2 in the afternoon. Participants will answer 3 calls from

students each day. The purpose of the activity is to help our students build their phone etiquette skills and ask questions about specific industries.

D. RISE High Update

Principal Lara reviewed the 2023-24 RISE priorities which are instruction, DV signature practices and restorative practices. Instruction focuses on data to drive learning, small groups instruction, personalized project based learning (HTH, Project Leo, Institute, and culturally responsive teaching practices. DV signature practices include exhibitions, student led conferences, and real work learning. Restorative practices focus on positive school culture, wellness, a yearlong partnership with Los Angeles Institute for Restorative Practices, and healing centered engagement. Partners include, LAIRP, New Village Girls Academy and Chan Zuckerberg Initiative.

Mrs. Lara reviewed new partnerships this school year. Sharefest gives youth facing significant barriers skills, support and connections needed to achieve economic success. Cotton-on will be teaching retail academy at APCH, and LAIRP will be supporting professional development. They are dedicated to provide culturally sensitive expertise through empirical research in behavioral science, trauma, and evidence based right brain restorative practices. They develop and disseminate high quality scientifically grounded education, training, and consultation to support educators, community members, and law enforcement in building skills that will help reach peaceful, restorative solutions.

Mrs. Lara shared and discussed the updated staffing model organization chart and provided WASC updates. The WASC Self Study report in progress and in final stages. The visit scheduled for Sunday, October 22nd to Wednesday, October 25th. Mrs. Lara asked that 1-2 Board members meeting with the visiting committee during their visit. She also shared pictures from the first days of school.

E. Financial Update

Mr. Amato reviewed the fiscal year 22-23 unaudited actuals ending June 30, 2023. He displayed the balance sheet and reported the current stable cash position of $1.5 million in the bank, accounts receivable due from grantor governments is $280,000, and $150,000 has already been collected. In liabilities, accounts payable accrual reflects approved bills that are related to year-end that have been paid. Deferred revenue is just under $500,000 which represents cash collected from various grants that have not been used yet, but will be used in 2024 and beyond. RISE started the year with restricted net assets of $17,840 from the Clay Foundation and unrestricted net assets of over $900,000 which reflect reserves.

Mr. Amato then reviewed the profit and loss statement, noting that expenses were under what was expected, hence, less revenue than anticipated. He summarized the main categories of revenues and expenses, which compared year-end unaudited actuals to the second interim. Mr. Amato provided a detailed line-by-line explanation for variances in

total revenue and total expenses. The variance in revenue is -$389,874 due to grants and more LCFF revenue than expected. The variance in expenses is $389,744 due to staffing, curriculum, legal settlements, educational consultants, transportation, and other expenses.

Mr. Amato reviewed the grants and reward grid and compared fiscal year 22-23 to fiscal year 23-24. Due to the expense savings, certain grants were not used in 22-23 and will be used in 23-24 to support the budget. Mr. Amato noted approval items on the agenda: the pursuit of Federal Title I, II, and IV funding for 2023-24 via the Consolidated Application and approval to open a second business checking account with Banc of California. Mr. Amato also shared the good news regarding the government program, Employee Retention Credit (ERC). Da Vinci has already received the funds and the Da Vinci Board has agreed to share the credits due to RISE which amount to $555,667.

F. Facilities Update

Mr. Bravo provided an update to the van. Upon multiple follow ups, the order placed in February is still pending. The order has been canceled and Mr. Bravo and Facilities Director, John Fernandez, purchased two vans from Enterprise which will be available soon. The vans are in great shape, and will last 4-5 years. Two vans were purchased for $38-$42k.

IV. Approval of Minutes

A. Approve Minutes of the June 14, 2023 Regular Board Meeting

C. McCullough made a motion to approve the minutes from Da Vinci Schools: L.A. County Board Meeting (RISE High) on 06-14-23.
T. Johnstone seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

V. Action Items

A. Accept June and July 2023 Check and EFT Transactions Per Management

L. Jennings made a motion to Accept June and July 2023 Check and EFT Transactions Per Management.
C. McCullough seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

B. Approve 2022-23 Year End Unaudited Actuals

T. Johnstone made a motion to Approve 2022-23 Year End Unaudited Actuals.
L. Jennings seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

C. Approve the Pursuit of Federal Title I, II, and IV funding for 2023-24 via the Consolidated Application

L. Jennings made a motion to Approve the Pursuit of Federal Title I, II, and IV funding for 2023-24 via the Consolidated Application.
C. McCullough seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

D. Approve Updated Fiscal Policies and Procedures Manual

T. Johnstone made a motion to Approve Updated Fiscal Policies and Procedures Manual.
C. McCullough seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

E.

Approve Opening of Banc of California Business Checking Account

C. McCullough made a motion to Approve Opening of Banc of California Business Checking Account.
T. Johnstone seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

F. Approve the Certification of Signatures for Da Vinci RISE High

L. Jennings made a motion to Approve the Certification of Signatures for Da Vinci RISE High.
C. McCullough seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

G. Approve SELPA & Da Vinci RISE Participants Agreement

T. Johnstone made a motion to Approve SELPA & Da Vinci RISE Participants Agreement.
C. McCullough seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

H. Approve 2023-24 Master Contract with Sunbelt Staffing, LLC for Student Services

C. McCullough made a motion to Approve 2023-24 Master Contract with Sunbelt Staffing, LLC for Student Services.
T. Johnstone seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

I. Approve 2022-23 Master Contract with Braille Abilities LLC for Student Services

C. McCullough made a motion to Approve 2022-23 Master Contract with Braille Abilities LLC for Student Services.
L. Jennings seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

J. Approve Agreement between Social & Emotional Wellness Initiative (SEWI) and Da Vinci RISE High

L. Jennings made a motion to Approve Agreement between Social & Emotional Wellness Initiative (SEWI) and Da Vinci RISE High.
C. McCullough seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

K. Approve 2023-24 Renewal Agreement between HopSkipDrive and Da Vinci RISE High

L. Jennings made a motion to Approve 2023-24 Renewal Agreement between HopSkipDrive and Da Vinci RISE High.
C. McCullough seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

A. Montes-Rodriguez	Absent
C. Taylor	Absent
T. Johnstone	Aye

Roll Call

L. Jennings	Aye
C. McCullough	Aye

L. Approve Updated Home Hospital Policy

T. Johnstone made a motion to Approve Updated Home Hospital Policy.
L. Jennings seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

M. Approve Updated Independent Study Policy

C. McCullough made a motion to Approve Updated Independent Study Policy.
L. Jennings seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

N. Approve Report of Alternative Authorization of Teacher Assignments

T. Johnstone made a motion to Approve Report of Alternative Authorization of Teacher Assignments.
C. McCullough seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

O. Approve 2023-24 Student and Guardian Handbook

L. Jennings made a motion to Approve 2023-24 Student and Guardian Handbook.
C. McCullough seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

P. Approve 2023-24 Da Vinci Schools: L.A. County Board Meeting Calendar

L. Jennings made a motion to Approve 2023-24 Da Vinci Schools: L.A. County Board Meeting Calendar.
C. McCullough seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

VI. Closing Items

A. Adjourn Meeting

T. Johnstone made a motion to Adjourn Meeting.
C. McCullough seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:50 PM.

Respectfully Submitted,
E. Salango