APPROVED

Da Vinci Schools

Minutes

Da Vinci Schools Board Meeting

Date and Time
Wednesday September 27, 2023 at 5:00 PM

Location
Black Box Theater
201 N. Douglas St., 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 Trustees ("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. The meeting is accessible online at https://zoom.us/j/98786697900, or dial (669) 900-6833 and use
   Meeting ID: 987 8669 7900.
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 twenty (20) 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, J. Webber, L. Heimov, R. Ochoa, R. Santiago

Trustees Absent
D. Boston

Trustees who arrived after the meeting opened
B. Meath

Guests Present
A. Johnson (remote), A. Wohlwerth, C. Levenson (remote), Christina Joubert, G. Long (remote), M. Amato, M. Denniston (remote), M. Rainey (remote), M. Wunder, Nisha Dugal, R. Stoll (remote), S. Wai (remote), Sarah Nitsos (remote), V. Bravo, V. Rodriguez (remote)

I. Opening Items

A. Call the Meeting to Order

J. Webber called a meeting of the board of trustees of Da Vinci Schools to order on Wednesday Sep 27, 2023 at 5:07 PM.

B. Public Comments - Closed Session Items

Mr. Robert Wong gave a comment regarding his family's experiences with the robotics team.

Student Robyn Wong gave a comment on her experiences on the robotics team.

C. Convene to Closed Session

Closed session convened at 7:13 p.m.

II. Reconvene to Public Session

A. Closed Session Reporting

Public session resumed at 6:27 p.m.
Dr. Webber reported that no action had been taken in Closed session.
B. Meath arrived at 6:25 PM.

B. Record Attendance and Guests

C. Approval of Agenda

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

Roll Call

B. Meath	Aye
D. Boston	Absent
R. Santiago	Aye
J. Webber	Aye
R. Ochoa	Aye
L. Heimov	Aye

D. Public Comments

None

III. Special Board Action

A. Election of Board President

On a nomination by Ray Santiago, seconded by Leslie Heimov, Dr. Jo Webber was nominated for the position of Board President.

R. Santiago made a motion to approve Dr. Jo Webber for the position of Board President.
L. Heimov seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

R. Ochoa	Aye
B. Meath	Aye
R. Santiago	Aye
L. Heimov	Aye
J. Webber	Abstain
D. Boston	Absent

Brief discussion on the election of the vice president ensued.

IV. Information

A. From the Board

Dr. Webber commented that she had attended a Da Vinci School archery meeting, and was impressed by the passion of the coaches and students. 70 students tried out for 20 spaces, and the team placed very high in last year's tournament. Dr Webber asked Dr. Wunder if the program could be expanded to Connect TK-8. Dr. Wunder will

Ms. Heimov noted that she was pleased to see that RISE was invited to join the Giving List, a prestigious annual philanthropic publications which highlights deserving organizations.

B. From the CEO/Superintendent

Dr. Wunder acknowledged Ms. Heimov was instrumental in the formation of Da Vinci RISE High, and being awarded the XQ Super School grant. He also noted that Mr. Erin Whalen had been called away for an ill family member, and so his planned presentation will be pushed to the October meeting.

Dr. Wunder also commented on the expansion of the performing arts program, crediting Ms. Christina Joubert on her work in coordinating the effort and partnering with the Wiseburn Unified School District and Wiseburn community.

He thanked the Board for their continued support. He also spoke of the efforts of principals and teachers, and noted an employee wellness plan that will be presented to the Board, most likely in the Spring.

Dr. Webber noted the teacher shortage and the importance of keeping the staff healthy.

C. Presentation: RISE Update

Postponed

D. Financial Update

Mr. Amato discussed financial results through August 31, 2023, covering balance sheets and profit and loss statements, saying that the current financial position is normal for this time of the year, with back-to-school expenses being paid. He shared that local revenue is higher than anticipated due to higher interest over the past two months. Another positive revenue variance is the the result of an unbudgeted federal grant to support Da Vinci's National School Lunch Program operations.

Mr. Amato commented that he was seeking the Board's approval of the net operating reserves, now that the unaudited actuals have been finalized. 1% of revenue must be deposited into deferred maintenance. Mr. Amato has made designations for future

economic uncertainty of 20% of total expenses, the CTE Studio, and ERC funding (for Da Vinci and RISE). Undesignated funds are $813,476.

Mr. Santiago inquired about the $1.5M funds that were once designated for the soccer field, which is no longer Da Vinci's responsibility. Brief discussion ensued.

Mr. Amato went on to discuss the fiscal policies on the agenda for approval. The amounts for staff meals on professional development days are being increased in alignment with IRS guidelines. Expense reimbursements for conference travel are now required to include purchase receipts.

He also noted Education Protection Account (EPA) funding. The State government requires Da Vinci to state where the EPA funding will be spent. The school sites' amounts vary according to which of the State's funding methods are used. Science and Design are funded from the State's old method accounts, and Communications and Connect are funded by the new accounts.

E. Operations Update

Mr. Bravo noted the CTE Studio meeting, awaiting Erickson Hall's estimate. He expects to bring an actual realistic cost of the project to the Board's next meeting. Demolition is slated to begin in February, with construction ending in August.

Phase 1 and some phase 2 items will be included in the cost next month.

PDK is the architecture firm that Wiseburn has contracted with for the soccer field. They are currently working on design. NAZ is presenting designs for the bleachers, scoreboards, etc.
Coaches, players, and the previous and current athletic directors have given input.
Approximate start groundbreaking is set for April, with a June or July completion date.

Mr. Meath inquired if the original plans included bleachers. Mr. Bravo shared that the plans for 700-800 person bleachers were included in the plan. The soccer field will be the designated evacuation site in an emergency, so bleachers will be crucial.

Dr. Webber inquired about outside usage of the field. The local AYSO would be incorporated into the schedule on weekends. During the week, the field would be used by Da Vinci for practices and games. Other clubs would be able to rent space as available. Mr. Bravo noted the soccer field dimensions would be sufficient for girls flag football, and lacrosse teams could use it for practice. The scoreboard will be an LED board for maximum flexibility.

Dr. Wunder noted that the Wiseburn and DV boards were clear that they would not host tackle football due to student injury risk.

Mr. Meath inquired about management of the soccer field. Mr. Bravo replied that the field would be managed by Da Vinci through Facilitron. The rental revenue would go to Da Vinci. Floodlights have already been installed.

Ms. Heimov inquired about corporate advertising. Dr. Wunder replied that Da Vinci has never sold naming rights, but has put the names of corporate partners which have given service and financial benefits to Da Vinci around the schools. Brief discussion of the necessity of an advertising policy ensued.

45 surveillance cameras have been added to the security system.
Mr. Bravo is obtaining estimates for Connect TK-8's HVAC. Mr. John Fernandez has done an amazing job of stretching out the HVAC's lifespan, but it is now definitely time to replace the systems.

Last, Mr. Bravo shared the plans for dealing with the upcoming shutdown of El Segundo Blvd. due to repair of the sinkhole on Douglas Street.

V. Approval of Minutes

A. Approval of Minutes of the August 23, 2023 Special Board Meeting

L. Heimov made a motion to approve the minutes from Da Vinci Schools Special Board Meeting on 08-23-23.
R. Santiago seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Boston	Absent

B. Approval of Minutes for the August 23, 2023 Regular Da Vinci Schools Board Meeting

R. Santiago made a motion to approve the minutes from Da Vinci Schools Regular Board Meeting on 08-23-23.
L. Heimov seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Webber	Aye
D. Boston	Absent
B. Meath	Aye
R. Ochoa	Aye
R. Santiago	Aye
L. Heimov	Aye

VI. Consent Agenda

A. Accept Da Vinci Schools Payment Register - August 2023

R. Santiago made a motion to accept the Da Vinci Schools August 2023 payment register.
R. Ochoa seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Boston	Absent
R. Ochoa	Aye
B. Meath	Aye
R. Santiago	Aye
J. Webber	Aye
L. Heimov	Aye

B. Approve Designation of Net Assets

R. Santiago made a motion to approve the Designation of Net Assets.
R. Ochoa seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

R. Ochoa	Aye
R. Santiago	Aye
D. Boston	Absent
J. Webber	Aye
L. Heimov	Aye
B. Meath	Aye

C. Approve Revised Fiscal Policy

R. Santiago made a motion to approve the Revised Fiscal Policies.
R. Ochoa seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

B. Meath	Aye
R. Ochoa	Aye
J. Webber	Aye
D. Boston	Absent
L. Heimov	Aye
R. Santiago	Aye

D. Approve the Resolution for the Expenditure of Education Protection Account (EPA) Funds for Da Vinci Connect

R. Santiago made a motion to approve the Resolution for the Expenditure of Education Protection Account (EPA) Funds for Da Vinci Connect.

R. Ochoa seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

B. Meath	Aye
R. Ochoa	Aye
R. Santiago	Aye
D. Boston	Absent
J. Webber	Aye
L. Heimov	Aye

E. Approve the Resolution for the Expenditure of Education Protection Account (EPA) Funds for Da Vinci Design

R. Santiago made a motion to approve the Resolution for the Expenditure of Education Protection Account (EPA) Funds for Da Vinci Design.
R. Ochoa seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Boston	Absent
R. Ochoa	Aye
L. Heimov	Aye
R. Santiago	Aye
B. Meath	Aye
J. Webber	Aye

F. Approve the Resolution for the Expenditure of Education Protection Account (EPA) Funds for Da Vinci Science

R. Santiago made a motion to approve the Resolution for the Expenditure of Education Protection Account (EPA) Funds for Da Vinci Science.
R. Ochoa 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
D. Boston	Absent
L. Heimov	Aye

G. Approve the Resolution for the Expenditure of Education Protection Account (EPA) Funds for Da Vinci Communications

R. Santiago made a motion to approve the Resolution for the Expenditure of Education Protection Account (EPA) Funds for Da Vinci Communications.
R. Ochoa seconded the motion.

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

Roll Call

R. Ochoa Aye
L. Heimov Aye
D. Boston Absent
B. Meath Aye
J. Webber Aye
R. Santiago Aye

H. Approve Updated Certification of Signatures for Da Vinci Schools

R. Santiago made a motion to approve the Updated Certification of Signatures for Da Vinci Schools.
R. Ochoa seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

B. Meath Aye
J. Webber Aye
R. Ochoa Aye
D. Boston Absent
L. Heimov Aye
R. Santiago Aye

I. Approve College and Career Pathways Partnership Agreement with El Camino College

R. Santiago made a motion to approve the College and Career Pathways Partnership Agreement with El Camino College.
R. Ochoa seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Webber Aye
L. Heimov Aye
R. Ochoa Aye
B. Meath Aye
D. Boston Absent
R. Santiago Aye

J. Approve Updated Graduation Requirements Policy

R. Santiago made a motion to approve the Updated Graduation Requirements Policy.
R. Ochoa seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

R. Ochoa Aye

Roll Call

R. Santiago	Aye
B. Meath	Aye
D. Boston	Absent
L. Heimov	Aye
J. Webber	Aye

K. Approve Updated Differential Graduation and Competency Standards for Students with Disabilities Policy

R. Santiago made a motion to approve the Updated Differential Graduation and Competency Standards for Students with Disabilities Policy.
R. Ochoa seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

R. Santiago	Aye
J. Webber	Aye
R. Ochoa	Aye
L. Heimov	Aye
B. Meath	Aye
D. Boston	Absent

L. Approve Updated Title IX Policy and Grievance Procedures

R. Santiago made a motion to approve the Updated Title IX Policy and Grievance Procedures.
R. Ochoa seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Boston	Absent
B. Meath	Aye
R. Ochoa	Aye
R. Santiago	Aye
J. Webber	Aye
L. Heimov	Aye

M. Approve Updated Employee Handbook

R. Santiago made a motion to approve the Updated Employee Handbook.
R. Ochoa seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Boston	Absent
L. Heimov	Aye
B. Meath	Aye
J. Webber	Aye

Roll Call

R. Ochoa Aye
R. Santiago Aye

N. Approve Consultant Agreement for Culture Consulting Solutions

R. Santiago made a motion to approve the Consultant Agreement for Culture Consulting Solutions.
R. Ochoa seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

R. Santiago Aye
L. Heimov Aye
R. Ochoa Aye
D. Boston Absent
B. Meath Aye
J. Webber Aye

Mr. Santiago asked how often the Board would hear from Ms. Joubert. Beginning with the October board meeting, Ms. Joubert will present an update each month. The Student Board members will also begin their updates in October.

O. Approve Consultant Agreement for Hendrickson Consulting

R. Santiago made a motion to approve the Consultant Agreement for Hendrickson Consulting.
R. Ochoa seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

L. Heimov Aye
B. Meath Aye
J. Webber Aye
R. Ochoa Aye
D. Boston Absent
R. Santiago Aye

VII. Closed Session

A. Conference with Legal Counsel

None needed.

VIII. Closing Items

A. Reconvene for Public Session & Closed Session Reporting

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:23 PM.

Respectfully Submitted,
A. Wohlwerth

Next Regular Da Vinci Schools Board meeting: October 25, 2023.