



Da Vinci Board of Trustees Meeting

Wednesday, June 14, 2017

Minutes

Call to Order

The Regular Da Vinci Board of Trustees Meeting was called to order at 7:46 a.m. by Chet Pipkin, President.

Attendance

Members present:

Chet Pipkin, Dr. Donald Brann, Brian Meath, Jennifer Morgan, Roger Bañuelos

Administrators present:

Dr. Matthew Wunder, CEO, Da Vinci Schools

Dr. Chris Jones, COO, Da Vinci Schools and Deputy Superintendent, WUSD

Tom Cox, Chief Financial Officer, Da Vinci Schools

Yolanda Saldaña Bautista, Director of Employee Support Services, Da Vinci Schools

Carla Levenson, Director of External Relations, Da Vinci Schools

Steve Rabas, Director of Fiscal Services, Da Vinci Schools

Alison Wohlwerth, Administrative Manager, Da Vinci Schools

Public Comments

No comments.

Closed Session

Closed Session was entered at 7:47 a.m.

1a. Public Employment: Chief Financial Officer; Conference with Legal Counsel: Anticipated litigation (Gov. Code §54957 and §54956.9(d)(2))

2a. Evaluation of Chief Executive Officer (Gov. Code §54957)

Trustees Art Lofton and Israel Mora left at the conclusion of Closed Session.

Public Session reconvened at 10:05 a.m.

Closed Session Reporting

No reportable action taken.

From the Board

No comments.

From the CEO

No comments.

Approval of Minutes

The minutes of the Regular May 22, 2017 meeting were unanimously approved.

Motion to Approve: Dr. Brann

Seconded: Ms. Morgan

Vote: 5-0-0

Facilities Update

The Facilities Update was deferred to a later date.

Financial Update

The Financial Update was deferred to a later date.

Consideration of Chief Executive Officer Contract

The Chief Executive Officer's contract will be reviewed, and the Trustees plan to take action at the next regular meeting of the Board on July 17, 2017, with the possibility of making any changes retroactive to July 1, 2017.

First Reading: 2017-18 Local Control and Accountability Plans

The 2017-18 Local Control and Accountability Plans for Da Vinci Communications, Da Vinci Design, Da Vinci Innovation Academy, and Da Vinci Science were received and acknowledged.

Approvals

Items #14, 15, 18, and 19 were pulled from the Approvals list for further discussion/clarification.

Items # 1 to 13, 17, 20 to 23 were approved as follows:

Motion to Approve: Dr. Brann Seconded: Ms. Morgan Vote: 5-0-0

Item #16 amended:

Ratification of Revolution Foods Service Agreement Addendum for the 2017-18 school year for a *projected cost* of \$196,308. To be paid out of National School Lunch Program funds. Item amended from "total" to "projected cost."

Approved as amended:

Motion to Approve: Dr. Brann Seconded: Ms. Morgan Vote: 5-0-0

Item #14

Approve transition of Da Vinci Schools' Director positions to a salary schedule equivalent to the Assistant Principal salary schedule effective July 1, 2017. Total increase for all director position in salary-only costs is \$12,463.

Brief clarifying discussion ensued.

Approved as follows:

Motion to Approve: Dr. Brann Seconded: Ms. Morgan Vote: 5-0-0

Item #15

Three-year Chief Executive Officer Contract – this item was pulled for review and action at the Regular Da Vinci Board of Trustees Meeting on July 17, 2017.

Item #18

S.D.M. Security Service Agreement for campus security at 201 N. Douglas Street at a cost not to exceed \$98,000 per year. To be paid out of General Budget: Operations.

Mr. Bañuelos asked if a full-time security guard could be covered as a stipend. Dr. Wunder said that at this time we are hiring an experienced outside company which will afford flexibility. He clarified that the guards are not armed.

Approved as follows:

Motion to Approve: Dr. Brann

Seconded: Ms. Morgan

Vote: 5-0-0

Item #19

Hourly rate increase of \$10 for Law Offices of Young, Minney & Corr, LLP, effective June 1, 2017 – Brief clarifying discussion ensued.

Approved as follows:

Motion to Approve: Dr. Brann

Seconded: Ms. Morgan

Vote: 5-0-0

Adjournment

The meeting was adjourned at 10:19 a.m.

The next Regular meeting of the Board of Trustees will be on Monday, July 17, 2017 at 5:30 p.m.

APPROVED



**Da Vinci Schools Board of Trustees Meeting
Wednesday, June 14, 2017**

Wiseburn Unified School District Board Room
13530 Aviation Boulevard, Hawthorne CA 90250

Board Approvals – Voting Results

1. Approve resignations of the following employees who will not be returning for the 2017-2018 school year.

Employee	Site	Position	Effective
Jessica Roberts	DVIA	Academic Coach	May 15, 2017
Ryan Oliver	DVX	Academic Coach	June 30, 2017

Approval: Yes Motion: 1st Dr. Brann 2nd Ms. Morgan Vote 5-0-0

2. Approve resignation of Eugenio Villa from his position as Chief Financial Officer effective June 14, 2017.

Approval: Yes Motion: 1st Dr. Brann 2nd Ms. Morgan Vote 5-0-0

3. Approve at-will agreement with Marshall Mayotte to serve as Chief Financial Officer effective July 1, 2017. Copy of contract available from Human Resources upon request.

Approval: Yes Motion: 1st Dr. Brann 2nd Ms. Morgan Vote 5-0-0

4. Approve new hires for the 2017-18 school year per Attachment A.

Approval: Yes Motion: 1st Dr. Brann 2nd Ms. Morgan Vote 5-0-0

5. Approve stipends to the following teachers to serve as teacher of record for content area courses at DVX and DV Flex at a cost of \$35/hr, not to exceed 60 hours each annually.

DVX:

Teacher	# of Students Served	Total # of Hours
Frank Solis	70	10
Natasha Morse	70	10
David Wilson	70	10

Approval _____ Motion: 1st _____ 2nd _____ Vote _____

6. Approve summer hours for the following classified staff. To be paid at their hourly rate. Site Budgets: Classified Staff Salaries.

Name	Site	Hrs per day	# days	Total hrs	Dates	Description
Irma Rodriguez	DVD	6	16	96	July 10-July 31	30 hrs summer camp, 66 hrs office
Ebony Flores	DVIA	3-4	5	22	6/5, 6/9, 6/12-14th	office clerical work
Dorothy Kim	DVIA	5.25	3	17.25	6/6, 6/7, 6/9	office clerical work
Lynne Wicks	DVX	4.5	3	13.5	June 12-August 11	Student coaching
Urbano Pacheco	all	8	15	120	June 12-June 30	Full-time hrs for custodial work
2 x FT tech support	all	8	40	320	June 26-Aug 21	Not to exceed \$9,600 (\$4,800/ea)

Approval: Yes Motion: 1st Dr. Brann 2nd Ms. Morgan Vote 5-0-0

7. Approve consultant's agreement with Joe Carlos for summer Rhino Software training on June 12th to DVD teachers at a total cost of \$500. To be paid out of DVD: General Budget: Educational Consultants.

Approval: Yes Motion: 1st Dr. Brann 2nd Ms. Morgan Vote 5-0-0

8. Approve consultant's agreement with James Sullivan for summer Architecture Program training on June 12 and 15 to DVD teachers at a total cost of \$300. To be paid out of DVD: General Budget: Educational Consultants.

Approval: Yes Motion: 1st Dr. Brann 2nd Ms. Morgan Vote 5-0-0

9. Approve the following 2017 certificated summer training and work costs. To be paid out of Site General Budgets: Training & Development.

Name:	Description:	Dates:	Cost per:	Total:	Site:
Teresa Seivers	AP Summer Institute	June 20-23rd	4 dys x \$200/dy	\$800	DVS
Andrew McGregor	PLTW PD work at Gensler	July 10-14, & 22	6 dys x \$200/dy	\$1200	DVS
Cari Maconochie	Rhino Software Training	June 12th & 15th	1.5 dys x \$200/dy	\$300	DVD
Eimile Gavagan			1.5 dys x \$200/dy	\$300	DVD
Patrick Hidalgo			1.5 dys x \$200/dy	\$300	DVD
Alexandra Martinez			1.5 dys x \$200/dy	\$300	DVD
Kristina Hannouche			1.5 dys x \$200/dy	\$300	DVD

Approval: Yes Motion: 1st Dr. Brann 2nd Ms. Morgan Vote 5-0-0

10. Ratify previously approved Enrichment Program plan to reflect two teachers receiving stipends (\$9,000/year each) in lieu of hiring an Enrichment Coordinator. This reflects a cost savings of \$24,000 per year.

Approval: Yes Motion: 1st Dr. Brann 2nd Ms. Morgan Vote 5-0-0

11. Approve the addition of two levels to the Principal salary schedule.

2017-18	1	2	3	4	5	6	7	8	9	10
Principal	96,851	99,756	102,749	105,831	108,963	112,232	115,599	119,067	122,639	126,318
	11	12								
	130,108	134,011								

Recommendation – Two additional levels brings our salary schedules into alignment with current school administrators with other high schools and Dana Middle School.

Approval: Yes Motion: 1st Dr. Brann 2nd Ms. Morgan Vote 5-0-0

12. Approve the addition of two levels to the Assistant Principal salary schedule.

2017-18	1	2	3	4	5	6	7	8	9	10
Assistant Principal	83,292	85,790	88,364	91,015	93,708	96,519	99,415	102,397	105,469	108,633
	11	12								
	111,891	115,248								

Recommendation – Two additional levels brings our salary schedules into alignment with current school administrators with other high schools and Dana Middle School.

Approval: Yes Motion: 1st Dr. Brann 2nd Ms. Morgan Vote 5-0-0

13. Approve elimination of the Principal/Director under 200 students salary schedule and align Director of DV Extension salary schedule to the standard Principal salary schedule. Director of DV Extension to be placed on the next closest equivalent level (Level 3). Total additional cost \$352.00.

Approval: Yes Motion: 1st Dr. Brann 2nd Ms. Morgan Vote 5-0-0

14. Approve transition of Da Vinci Schools' Director positions (Director of Facilities, Director of Technology, Director of Real World Learning, Director of External Relations) to a salary schedule equivalent to the Assistant Principal salary schedule effective July 1, 2017. Total increase for all director positions in salary-only costs is \$12,463.

	2017-2018 Level placement
Director of Facilities	2
Director of Technology	1
Director of Real World Learning	1
Director of External Relations	7
Director of Employee Support Services	7

Approval: Yes Motion: 1st Dr. Brann 2nd Ms. Morgan Vote 5-0-0_

15. Approve three year contract for Chief Executive Officer. Copy of contract available from Human Resources. (TO BE REVIEWED/ACTED UPON ON July 17, 2017)

Approval _____ Motion: 1st _____ 2nd _____ Vote _____

16. Ratify Revolution Foods Service Agreement Addendum for the 2017-18 school year at a total of \$196,308. To be paid out of NSLP funds.

Approved as amended to read, "Ratify Revolution Foods Service Agreement Addendum for the 2017-18 school year at a *projected cost* of \$196,308. To be paid out of NSLP funds."

Approval: Yes Motion: 1st Dr. Brann 2nd Ms. Morgan Vote 5-0-0

17. Ratify Revolution Foods Service Agreement Addendum to provide food servers at an annualized total of \$8,208. To be paid out of General Budget: Meal Program.

Approval: Yes Motion: 1st Dr. Brann 2nd Ms. Morgan Vote 5-0-0

18. Approve S.D.M. Security Service Agreement for campus security at 201 N. Douglas Street at a cost not to exceed \$98,000 per year. To be paid out of General Budget: Operations.

Approval: Yes Motion: 1st Dr. Brann 2nd Ms. Morgan Vote 5-0-0

19. Approve hourly rate increase of \$10 for Law Offices of Young, Minney & Corr, LLP, effective June 1, 2017.

Approval: Yes Motion: 1st Dr. Brann 2nd Ms. Morgan Vote 5-0-0

20. Approve hiring of Beltmann Relocation Group to move all Da Vinci High Schools and CMO to 201 N. Douglas Street campus at an estimated cost of \$32,250.00. To be paid out of General Budget.

Approval: Yes Motion: 1st Dr. Brann 2nd Ms. Morgan Vote 5-0-0

21. Ratify the Resolution Agreement for the United States Department of Education Office for Civil Rights complaint OCR No. 09-16-7027 concerning website accessibility discrimination.

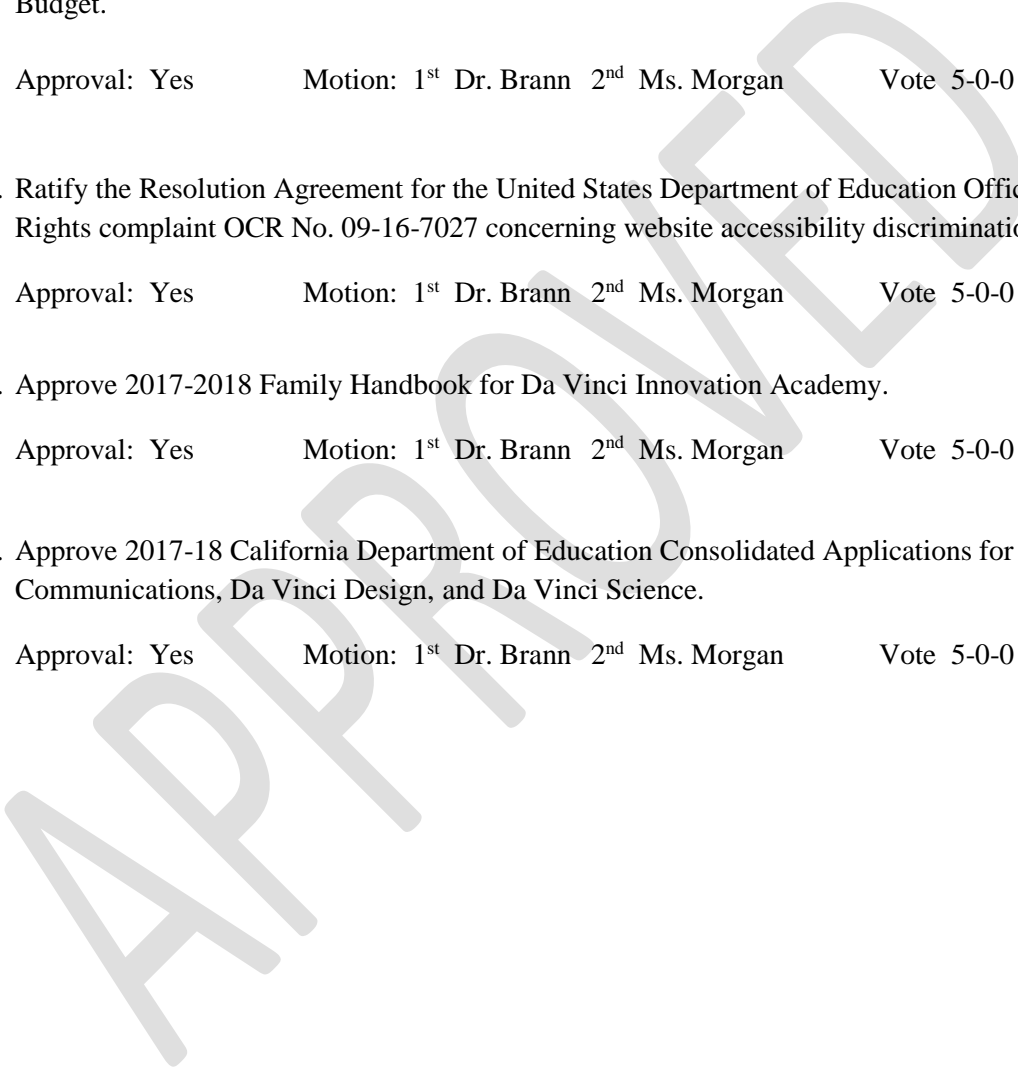
Approval: Yes Motion: 1st Dr. Brann 2nd Ms. Morgan Vote 5-0-0

22. Approve 2017-2018 Family Handbook for Da Vinci Innovation Academy.

Approval: Yes Motion: 1st Dr. Brann 2nd Ms. Morgan Vote 5-0-0

23. Approve 2017-18 California Department of Education Consolidated Applications for Da Vinci Communications, Da Vinci Design, and Da Vinci Science.

Approval: Yes Motion: 1st Dr. Brann 2nd Ms. Morgan Vote 5-0-0



Attachment A

Da Vinci Schools new hires for 2017-2018.

staff:	position:	level:	site:
Helena Ballard	Teacher	3 (w/ masters)	DVD
Sarah Rodriguez	Teacher	14 (w/ masters)	DVD
Gretchen Rhodes	Counselor	11 (w/ masters)	DVD
Jennifer Francy	Teacher	9 (w/ masters)	DVIA
Katherine Steele	Teacher	2 (w/ masters)	DVIA
Vivianne Coe	Teacher (SPED)	5	DVIA
Jennifer Maslar	Teacher (SPED)	4 (w/ masters)	DVC
Andrew Daramola	Teacher	9 (w/ masters)	DVC
Sarah Horne	Teacher	5 (w/ masters)	DVC
Jennifer Barba	Counselor	6 (w/ masters)	DVC
Scott Weatherford	Principal	7	DVC
Adam Eynon	Assistant Principal	1	DVC
Christopher Jackson	Teacher	11 (w/ masters)	DVC
Kristina Becht	Teacher	13 (w/ masters)	DVC
Jacqueline Jimenez	School Psychologist	1	All sites
Emily Green	School Nurse	\$66/hr	All sites
Derick Taylor	Teacher	6	DVX
Kevin Hunley	IT Helpdesk 60%, Web master 40%	2	All sites

Increase from 50% to full-time (100%) employee effective July 1, 2017:

staff:	position:	level:	site:
Urbano Pacheco	Custodian	3	201

RISE High new hires for 2017-2018 (to be reimbursed by RISE Charter LLC)

New hire:	position:	level:
Cerina Aragones	Teacher	3 (w/ masters)
Lauren Murray	Teacher	4 (w/ masters)
Elsa Ochoa	Teacher	5 (w/ masters)
Dynasty Taylor	Counselor	4 (w/ masters)
DeAmonta Casey	School Psychologist	2
Cherokee Perez-Rogers	Manager of Services & Partnerships (MSW)	2
Kia Reid	Peer Advocate	1