



**Da Vinci Schools Board of Trustees
Meeting Minutes
January 14, 2010**

Open Session Meeting called to order at 9:04 a.m.

Board Members Present:
Chet Pipkin, President
Don Brann, Vice President
Cheryl Cook, Secretary
Gary Wayland, Treasurer

Staff Present:
Matt Wunder, Executive Director
Tom Johnstone, Wiseburn District Superintendent
Tom Cox, Wiseburn Chief Business Official
Nicole Temple, Principal

Visitors Present:
Susan Andriacchi, Recording Secretary Marshall Vallelunga, Da Vinci Parent

Motion to approve minutes from December 10, 2009.
First: Brann ; Second: Cook, Motion carries.

From the Public

- Marshall Vallelunga –thanks to Belkin and Northrop Grumman for financial support of the LA County Science Fair.

Information from the Board

- Don Brann – article in the Daily Breeze about State Supt of Public Instruction visit to Hawthorne Schools yesterday; Da Vinci has also had good coverage recently in the L.A. Times and LA Business Journal.
- Joint Board meeting for Da Vinci and Wiseburn is tomorrow morning at 7 a.m.

Discussion Items

Strategic Planning Update – Matt Wunder

- Targeting 20 members, down to a list of 30; doesn't include Board members other than Chet who is the team leader; includes faculty and students from both schools.
- Has started a program called Central Desktop, allows members to have access to notes, data, plus online forum discussion.
- Hope to launch late January or early February.

School Advisory Board – Matt Wunder (Handout: organization chart)

- Looking for Board direction to form a board of advisors for each school, similar to a school site council, with representatives that live in Wiseburn.
- A representative from each board of advisors would report to the Board of Trustees.
- Don Brann sees the Advisory Board as handling many tasks to keep the school running smoothly so the Board of Trustees can focus on strategic issues.



- and associated budget control would be recommended to the Board of Trustees for approval.
3. Charter Management Handbook – Matt Wunder (Seeking further board direction)
 - a. Creation of Corporate/Charter Management Handbook to keep important documents, including charter petition, board minutes, bylaws, student handbook in an aggregated notebook.
 4. Executive Director Report – Matt Wunder
 5. Financial Report – Tom Cox
 6. Development Update – Matt Wunder
 - a. Raytheon \$10k grant
 - b. Chevron grant for robotics course and engineering materials
 - c. Chevron modular portables for physics lab
 - d. Eisner foundation application (seek board direction to move forward)
 - e. Annual Giving Fund update
 7. Preparation for joint board meeting – Don Brann and Chet Pipkin
 8. Northrop Grumman Innovation Lab – Art Lofton
 - a. Grand opening
 9. Enrollment Update – Matt Wunder
 - a. interest in 2010-11 school year and lottery
 10. Early College Update – Matt Wunder
 11. Update on plan to address advanced and deficient learners – Nicole Tempel
 12. WASC Update – Matt Wunder
 13. Adding two new board members—Dr. Brann

Handouts

- Bruce Mau on “Design is the Art of Science”
- Da Vinci Facility Needs Over Time and School Map
- Vistamar Da Vinci Think Tank AND Organizational Chart proposal for 2010-2011 school year
- Da Vinci Corporate Partnerships—Thinking differently about public schools and private industry relationships as a differentiator for Da Vinci Schools

ACTION ITEM

Provide direction on items stated above
Honorarium of \$500 to Clayton Kaneda who has volunteered to water, mow grass and tend to external landscaping

CLOSED SESSION

Adjourn to Closed Session _____ a.m.
Reconvene to Regular Session _____ a.m.



- Gary Wayland thinks any budget needs for the advisory boards could be handled by the 501(c)3 organization.
- Chet Pipkin recommends calling the group either an advisory committee or school site council and stresses the importance of having a clear mission and scope.
- Gary Wayland – allow the advisory committee to make decisions as defined by their scope and budget
- Timeline – implement after July 1st for the next school year.

Motion to advise staff to go ahead with the plan for the advisory committees.

First: Wayland, Second: Cook;

Discussion – Tom Cox – scope needs to be very clear, decisions at some levels can create hidden future costs.

Motion carries.

Internship Coordinator – Matt Wunder (handout – Organization Chart)

- Looking for a half-time academic dean/internship coordinator; would try to get private funding.
- Position would need to have an academic background, able to coach the kids in skills required for internships.
- Chet offered some contacts at Belkin to put Nicole in touch with another school that has an excellent internship program

Vistamar/Da Vinci Think Tank – Matt Wunder (see handout)

- Matt has been working with Jim Buckheit
- Think tank will discuss how schools need to change, would feed into strategic planning process.
- Group would have a natural end-point on this topic.
- Members of think tank could transition to Da Vinci Education Foundation
- Gary's experience with education foundations is that some exist solely for fundraising; others find ways to involve their constituent communities; Da Vinci Ed Foundation would incorporate the broader approach.

Executive Director Report – Matt Wunder

- Have recruited 5 foster families who are visiting Da Vinci today; fits with social justice mission of the school—only 2-3% of kids in the foster care system complete college.
- Durfee Stanton Fellowship for Early College program – Da Vinci placed high on the list, but they only fund 6 programs; encouraged us to reapply. Received exceptional support from Sue Beauregard and Diane Levitt, and it was a great learning experience.
- Strategic Compensation matrix – board is considering teacher compensation for the following school year; this topic will be discussed at the next Board meeting.

Financial Report – Tom Cox

- ADA money came in very strong, 98% attendance.



- Next year ADA for charter schools may be reduced \$38-40 per student, depending upon the final state budget; but our attendance will be higher.
- Cash will be tight in June; some payments won't come until July or August.
- Cash position: right now have \$850k, less \$227 owed to Wiseburn, \$623k in cash remaining.
- There is a possibility that \$450k federal grants for each school will be raised to \$600k in the Fall.
- Gary reported money for Innovation Lab has all been spent.
- Tom Cox, Matt Wunder, and Nicole Tempel will review budget vs. actual expenditures toward the end of this month.

Development Update – Matt Wunder

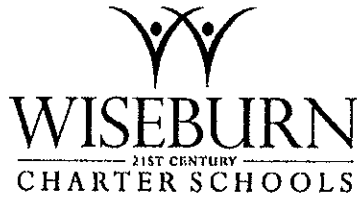
- Raytheon gave a \$10k grant to be spent on math and science; will also have employees volunteer.
- Chevron has indicated that a grant will be forthcoming, range of \$25-\$40k.
- Other support includes paying for robotics course that El Camino is teaching (plus engineering materials), training for our instructors to be Project Lead the Way certified; and donating portables for a physics lab.
- Eisner Foundation application for Early College program – Matt will send out an email with the draft application for Board approval.

Plan to Address Advanced and Deficient Learners – Nicole Tempel (handout Winter PD 2009)

- When classes were set up they were all assumed to be college prep; research supports that this is good for the kids, but it is more challenging for the teachers.
- Over the first 4 months we lost 10 students, more advanced than remedial students.
- Last professional development (PD) meeting was about differentiating instruction; staff has indicated that the PD has already made a difference in their classroom.
- Also created seminars to learn in smaller groups, both remedial and advanced topics.
- Teachers will do a math pre-assessment in the next two weeks and a post-assessment at the end of the year; so we'll see how much movement there is in all levels of students.
- Early College classes are starting in early February-Robotics and Speech-will add rigor for some students.
- Will look at adding math classes over the summer.
- Purchased two online programs - Agile Mind for math, Kinetic Mind for physics- both of which include assessments.

New Facility and Joint Meeting – Don Brann

- Purpose of the joint meeting is to see if both Boards share the same vision for Da Vinci.
- Will discuss length of stay at this site, use of Sepulveda site, condemnation, financing, field space for community.
- Handouts on school and classroom requirements can be used as a starting point for discussion tomorrow.



Northrop Grumman Innovation Lab – Matt Wunder

- Grand opening is January 27th, 6-8pm.

Enrollment 2010-11 – Matt Wunder

- 240 slots (120 each school), already have more applications than available spots.
- Cutoff is January 20th, lottery is January 21st.
- About 140-150 resident 8th graders; need to understand that they have to apply by the cutoff date. Communications have been sent to Dana families, also listed on website.

WASC Update – Matt Wunder

- In process of applying for accreditation for Da Vinci Science, found out that we can apply for WASC accreditation with a 9th grade,
- Steve Wallis and Erin Hughes quickly created a Da Vinci Design WASC report and sent it to the State.

Action Item

- Stipend of \$500 to Clayton Kaneda who has volunteered to water, mow grass, and tend to external landscaping.

Motion to approve payment to Clayton Kaneda.

First: Wayland ; Second: Cook;

Discussion: County office asks for payments approval recorded in the minutes.

Motion carries.

Closed Session

Adjourned to Closed Session at 11:24 a.m. Reconvened to Regular Session at 11:45 a.m.
The Board took no action in Closed Session.

Upcoming Events

Joint Da Vinci and Wiseburn School District Board meeting, January 15, 2010, 7:00 a.m.
Northrop Grumman Innovation Lab ribbon-cutting ceremony, January 27, 2010 6:00 p.m.
Next Board meeting Thursday, February 18, 2010, 10:30 a.m. - 12:30 p.m.

Adjournment

Meeting adjourned at 11:46 a.m.