



**Board of Trustees Meeting Minutes  
Thursday, June 18, 2009**

**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

Administration present:  
Tom Cox, Business Official, Wiseburn  
Matt Wunder, Executive Director  
Nicole Tempel, Founding Principal  
Tom Johnstone, Wiseburn Superintendent

Visitors present:  
Susan Andriacchi, Recording Secretary  
Marshall Vallelunga, Da Vinci parent  
Israel Mora, Wiseburn School District Board

**From the Public**

No comments from the public.

**Information**

From Matt Wunder - meeting with Jerry Ruiz regarding community resource and facility funding from Wells Fargo will take place separate from the Board meeting.

**Minutes**

Motion to approve minutes from June 4, 2009.  
*First: Brann; Second: Cook; Motion carries.*

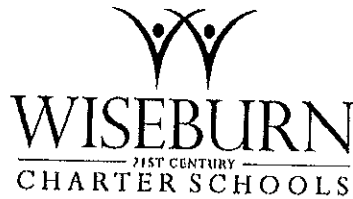
**Discussion Items**

Enrollment and Recruitment Update – Matt Wunder – see handout

- As of today students on wait list get accepted, unconfirmed students lose priority.
- Science 210, Design 180, plus 48 interested in 10<sup>th</sup> grade.
- 10<sup>th</sup> grade has been accepted, could operate with 30+ in one class, but goal is 64 10<sup>th</sup> graders in 2 classes
- Goal is to have an ethnically diverse student population.
- Direction from the Board to advertise for additional students in neighborhood newspapers.

Budget and Financials – Tom Cox – see handout

- Don Brann noted that approval of the budget is not a consent item, needs to be fully discussed by the Board; consent items are more routine.
- Revenue (pg 1): ADA budgeted at \$400k, best guess is \$6119 per student for charter schools, planning and implementation grant, categorical block grant is



included but is still a risk, SELPA special education reimbursement estimated at \$70k; Total revenue \$2.8M.

- Expenditures (pg 2): to be discussed in detail pages 4-8
- Other expenditures (pg 3): includes interest expense for Wiseburn loan.
- Risks: enrollment, block grant (50/50), federal grant for Design (low)
- Opportunities: achieve higher enrollment, fundraising and grants
- Enrollment (pg 4): linked to ADA revenue on page 1
- Salaries (pg 5): 18 teachers, 1 counselor, 2 admin, 1 aide, 1 office manager, 1 clerical, 2 maintenance/technology
- Benefits (pg 6): statutory driven benefits plus medical/dental
- Materials & Supplies (pg 7):
  - textbooks still need more data
  - teacher project budget is supplies for project-based learning, hope to receive fundraising support
  - non-capitalized equipment includes furniture, computers (note: students will have wireless connection to Internet), \$975 per computer includes tax, if we spend more than \$70k have to piggyback on state approved bids
- Services and Operating Expenses (pg 8): Insurance costs will be higher than previous budget
- Matt Wunder discussed items that have been reduced from original budget, will keep a list of these for potential fundraising opportunities.
- SAR Board membership costs not included; Matt has volunteered to help Beach Cities SAR but Da Vinci is not joining at this time.
- Budget needs to be approved by 6/30
- Don Brann is concerned that there has not been adequate time to review the budget to adopt it at this meeting.

Motion to approve budget as presented; it can be amended in the future as needed.

*First: Wayland, Second: Cook*

Discussion: Matt to update risks and opportunities.

*Motion carries.*

#### Early College Update – Tom Cox

- Dr. Johnstone and Dr. Wunder met with El Camino staff; ECC will provide Early College programs at a reasonable price; hope to start first or second semester for 10<sup>th</sup> graders.
- Early College program not budgeted as a separate line item, costs are covered in other line items.

#### Non-Profit status - Gary Wayland

- 501(c)3 status has been approved.



#### Development Update – Matt Wunder

- Diane Levitt and Matt Wunder are targeting 7 foundations to submit Letters of Intent.
- LMU is donating computers
- Meetings with various corporate foundations, including Northrop Grumman Foundation.

#### Facility and Technology Update – Matt Wunder

- Furniture has been ordered for 18 classrooms, to be delivered next Friday
- LCD projectors are being ordered
- John has picked up base “molding,” arranging to use old cubicles from Belkin, putting solatubes in teacher work area.
- Technology – working on order with AT&T for 3 T1 lines, pull back on OptiMan for now due to cost and lead time.
- Company working on water line will put a seal coat on the parking lot for free, may also work on back area.
- Don Brann working on finding future location for Da Vinci.
- Deal with Hawthorne Math & Science Academy – commercial real estate venture purchased a site/building and leased to the charter school with a buyback option; they could create a similar deal for Da Vinci.
- Federal funding for charter schools might help pay rent if we go for a lease/buy option.

#### Consent Items

There were no consent items. Budget approval was moved to an action item.

#### Closed Session

The Board entered Closed Session at 10:36 a.m. and reconvened to Regular Session at 11:15 a.m.

#### Declaration of items from closed session:

- The Board authorized the Executive Director to hire two employees: one for technology and one for maintenance/custodial/security.

#### Upcoming Events

Next Board meeting July 16<sup>th</sup>, 8:30 a.m.–10:30 a.m.

#### Adjournment

Meeting adjourned at 11:20 a.m.