

Da Vinci RISE High Manager Meeting

Monday, August 28, 2017

Meeting Minutes

Call to Order

The Regular meeting of the Da Vinci RISE High Managers was called to order at 5:34 p.m. by Dr. Donald Brann.

Attendance

Members present:

Dr. Donald Brann, Brian Meath (via phone), Jennifer Morgan, Roger Bañuelos

Administrators present:

Dr. Matthew Wunder, Chief Executive Officer, Da Vinci Schools

Dr. Chris Jones, Chief Operating Officer, Da Vinci Schools and Deputy Superintendent, Wiseburn Unified School District

Marshall Mayotte, Chief Financial Officer, Da Vinci Schools

Dr. Mary Ring, Chief of Student Services, Da Vinci Schools

Kari Croft, Principal, Da Vinci RISE High

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

Carla Levenson, Managing Director of External Relations, Da Vinci Schools

Alison Wohlwerth, Administrative Manager, Da Vinci Schools

Tom Johnstone, Superintendent, Wiseburn Unified School District

Public Comments

No comments.

From the Managers

Mr. Bañuelos expressed his enthusiasm for the new school year. Dr. Brann spoke about his visit to Da Vinci RISE High and how he is sure that the students there will greatly benefit from their experience.

From the CEO

Dr. Wunder gave the floor to Kari Croft, who told the Managers that the XQ Institute is planning a live television special on September 8, to be broadcast commercial-free on ABC, CBS, NBC, and FOX. The other XQ Super Schools grant winners will be flown in. The program centers on re-thinking high school education, and will include two short documentaries featuring Da Vinci RISE High students, one of whom is a RISE High graduate now working part time as a RISE High peer advocate while attending Da Vinci Extension. The XQ Institute has invited the entire Da Vinci RISE High student body and staff to the live taping in Santa Monica. Seven students will be part of the red carpet event before the taping. Celebrities such as Tom Hanks, Samuel L. Jackson, Viola Davis, Jennifer Hudson, are expected to attend.

Financial Update

Mike Johnston, Vice President at ExED, spoke about the revised budget that he worked on with Mr. Mayotte, Dr. Wunder, and Ms. Croft. He explained that enrollment at RISE High has been revised downward from 120 to 100, which is reducing revenue by about \$230,000. There is still a slight \$7,000 net income due to budget revisions. More definitive figures will be presented at the next Managers' meeting. Ms. Croft said that there are currently 50 students across both locations, and that RISE High enrolled three more students just today. Recruitment efforts include a partnership with a group home that is now referring their students to Da Vinci RISE High, discussions with School on Wheels to have their students attend RISE High, and the RISE High Manager of Services & Partnerships taking meetings with other organizations to increase enrollment. A Place Called Home's students who have enrolled at Da Vinci RISE High are starting to spread the word to siblings, cousins, and other students they know. Ms. Morgan asked if there is any way to predict the grade level of students who will enroll. Ms. Croft's answer is that it is not possible, as in some cases, students who enroll have been out of school for years. She went on to say that she believes the quarter system on which RISE High runs is helpful, in that it moves faster, ensuring that even students who are enrolled for a shorter period of time are able to leave with some completed credits. Students who don't have to be there every day are indeed attending every day, and staying for most of the day to get the help they need.

Ms. Croft said that because it's an Independent Study program, ADA is calculated by the time value of the work the students complete. Mr. Johnston added that RISE High will be funded based on the Pupil Estimates for New or Significantly Expanding Charters (PENSEC) report. Mr. Bañuelos said that it's understood that the nature of the RISE High student population means that factors like ADA are fluid. Ms. Morgan asked about plans in case enrollment does not reach projections. Dr. Wunder said they made a calculated decision to hire and train RISE High staff for this year and the next; the XQ prize is a rare blessing that allows them to do that, as opposed to concentrating more heavily on recruiting students. Ms. Croft said that because the program is Independent Study, the students have Chromebooks, can do the work elsewhere, and thus still count as having attended.

Mr. Meath asked for clarification regarding ADA. Mr. Johnston said that they had originally assumed they would start at 80 students and add five students per month. Ms. Croft feels that the reduced numbers were due in part to not being able to recruit in the summer because of the focus on our co-location partnerships outside of Wiseburn being contested by another school district. She still believes they will get very close to the expected number of students by December, based on the number they started with and the numbers they're seeing now that they are actively recruiting.

Approval of Minutes

The minutes of the Regular July 17, 2017 meeting were approved as follows.

Motion to Approve: Ms. Morgan Second: Mr. Bañuelos Vote: 4-0-0

Approvals: 5 Items

Items #2, 3, and 5 were pulled for further discussion.

Items #1 and 4 were approved as follows:

Motion: Ms. Morgan Second: Mr. Meath Approved: 4-0-0

Item #2: Authorization of Signatures

Mr. Bañuelos asked about the number of signatories, thinking that there were too many. He asked for a table explicating the signers and their responsibilities. Discussion ensued regarding the timeliness of the authorization's filing with the L.A. County Office of Education in order to obtain funding. No previous document had been filed, since Da Vinci RISE High is a new school. A decision was made to amend Item #2 to "Approve Matt Wunder and Marshall Mayotte as authorized persons to sign notices of employment, contracts and orders drawn on the funds of the Wiseburn Unified School District for the 2017-2018 school year. The 'Certification of Signatures' document is signed by all board members and authorized persons."

Motion: Mr. Bañuelos Second: Ms. Morgan Approved: 4-0-0

Item #3: Resolution to Issue Funds to Charter School or School District

Mr. Bañuelos asked for clarification. This approval item establishes the process for Da Vinci RISE High, as it is a new school.

Motion: Mr. Bañuelos Second: Ms. Morgan Approved: 4-0-0

Item #5: causeIMPACTS Consultant Proposal

Ms. Daugherty is conversant with the political, homeless, and foster systems. She would gather data while students are at RISE High, to ensure goals are met and growth is measured, and allow RISE High to better serve these students, whose mobility makes it difficult to rely on traditional methods of data gathering. Da Vinci Schools has worked with her in the past in several different areas. Ms. Daugherty would provide an impact report for year one, for which she is known.

Motion: Mr. Bañuelos Second: Ms. Morgan Approved: 4-0-0

Closed Session

Closed Session was entered at 6:21 p.m.

1. Conference with Legal Counsel – Anticipated Litigation (Gov. Code §54956.9 (d)(2))

Public Session reconvened at 6:35 p.m.

Closed Session Reporting

Dr. Brann reported that no action was taken.

Adjournment

The meeting was adjourned at 6:35 p.m.

**Da Vinci RISE High Manager Meeting
Monday, August 28, 2017**

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

RISE High Approvals

1. Ratify the reimbursement to Da Vinci Schools for 18% of Maria Venegas' time for RISE High enrollment work, including SchoolMint setup, communicating with students and families, data entry, fielding records requests, and training the RISE High Office Manager for the period from March 2017 through June, 2018.

Approval: Yes Motion: 1st Ms. Morgan 2nd Mr. Meath Vote: 4-0-0

2. Approve Matt Wunder, Kari Croft, Chris Jones, Marshall Mayotte and Yolanda Saldaña Bautista as authorized persons to sign notices of employment, contracts and orders drawn on the funds of the Wiseburn Unified School District. The "Certification of Signatures" document is signed by all board members and authorized persons.

Approved as amended:

Approve Matt Wunder and Marshall Mayotte as authorized persons to sign notices of employment, contracts and orders drawn on the funds of the Wiseburn Unified School District for the 2017-2018 school year. The "Certification of Signatures" document is signed by all board members and authorized persons.

Approval: Yes Motion: 1st Mr. Bañuelos 2nd Ms. Morgan Vote: 4-0-0

3. Approve "Resolution to Issue Funds to Charter School or School District." This allows LACOE to transfer funds directly to RISE High. This document is signed by all board members.

Approval: Yes Motion: 1st Mr. Bañuelos 2nd Ms. Morgan Vote: 4-0-0

4. Approve Memorandum of Understanding for Da Vinci RISE High with Riverside County Superintendent of Schools for participation in the CTI Teacher Induction Program for 2017-18. Cost of the program is \$2,000 per participant. Participants will reimburse \$500 of the annual cost. Da Vinci RISE High costs to be paid out of XQ funds (referenced in Exhibit A of the XQ budget).

Approval: Yes Motion: 1st Ms. Morgan 2nd Mr. Meath Vote: 4-0-0

5. Approve causeIMPACTS Consultant Proposal to develop growth strategies and develop and deepen partnerships for the 2017-18 school year at a rate of \$85 per hour for a maximum of 45 hours per month, not to exceed \$45,900, with an expected cost of \$30,000.

Approval: Yes

Motion: 1st Mr. Bañuelos

2nd Ms. Morgan

Vote: 4-0-0

APPROVED