

LEONARDO DA VINCI HEALTH SCIENCES
CHARTER SCHOOL

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Board of Trustees

Angela Rieta, Chairperson

James Everly, Treasurer

Sharmane Estolano

Erin Gannon

Mario Hernandez

Marie Miehls

Joseph Brunner

Sharyn Kang, Director

Mission

As a nurturing learning community, Leonardo da Vinci Health Sciences Charter School cultivates health-literate students who have the knowledge, critical thinking skills, and attitudes, which empower them to become influential contributors in an ever-changing global society.

Board of Trustees Meeting

Minutes

Room 12

June 8, 2011 at 6pm

I. Call to Order – 6:02pm

II. Approval of Agenda – Move item A and H until Cathy Walsh from ExEd arrives. Miehls motioned to approve agenda with item A and H to be moved until Cathy Walsh arrives. Brunner seconded the motion.

In favor: Brunner, Everly, Gannon, Miehls, Rieta

Opposed: None

Abstained: None

III. Approval of Minutes – May 4, 2011 – Special Meeting of the Board needs to be added to these minutes. Miehls motions to approve May 4, 2011 Special Meeting of the Board. Gannon seconded the motion.

In favor: Brunner, Everly, Gannon, Miehls, Rieta

Opposed: None

Abstained: None

Absent: Estolano, Hernandez

IV. Approval of Minutes – May 7, 2011 Special Meeting of the Board – Brunner motions to approve May 7, 2011 Special Meeting of the Board. Everly seconded the motion.

In favor: Brunner, Everly, Gannon, Miehls, Rieta

Opposed: None

Abstained: None

Absent: Estolano, Hernandez

VI. Information / Action

A. ExED/Budget Report: Cathy Walsh (Information) -

B. Governance Committee Reports (Consent Agenda)

1. Audit/Budget Committee – *Minutes available*
2. Partnership Committee – *Minutes available*
3. Curriculum and Assessment Committee – *Minutes available*

C. Technology Update (Information) –Minutes available

D.

Class Size Increase 2011-2012 (Information/Action) – *Class sizes will increase for 2011-2012. K-3 will be 24:1; 4-6 31:1.*

Everly motions to approve Class Size Increase 2011-2012. Brunner seconded the motion.

In favor: Brunner, Everly, Gannon, Miehl, Rieta

Opposed: None

Abstained: None

Absent: Estolano, Hernandez

- E. Thinking Outside the Box Fundraising (Information/Action)** – *Rieta went over power point presentation on how to raise funds. Used different schools as an example. PayPal is an option to add to our website. LdVCS can use our existing 501c3 to accept donations from parents, community organizations, etc. Question regarding keeping the Spanish program for 2011-2012 was brought up from audience. Audience member (Amber Goslee) suggests Spanish program be pushed back a year to save money. Spanish was in charter because of the founding parents and teachers wanted to become an IB school in the future. How can the Spanish program be assessed without having curriculum? More discussion to be had at next board meeting. **Rieta wants to know how much the Spanish program cost at 3.5 days a week and how much curriculum would cost? What would be the savings?***

Power point presentation available.

- F. 2011-2012 Budget (Information/Action)** – *Cathy Walsh went over the two scenarios to the board. One scenario is a reduction of \$350/ADA and frozen salaries. Second scenario is a reduction of \$350/ADA and reduction of salaries for founding members. \$48,000-\$52,000. **Spreadsheets available for both scenarios.***

May revise is not showing reduction on Prop 98 K-12 funding. Governor is showing flat funding for 2011-2012 for Prop 98.

In order to be conservative, ExEd is recommending to budget at a \$350/ADA for next year.

*Audit/Budget, Kang, Rieta and Gomez have helped provide information on where cuts can be made. Example: supplies, programs, equipment, **ALL THE NON PAYROLL EXPENSES.***

As the school's reserve grows, school will be in deficit for the 2011-2012 school year only, due to deferrals. Districts have the ability to borrow where as Charter Schools are not there yet! Assessts are going to be greater than actual cash because money doesn't come in until months after. Example given, schools don't receive cash income until property taxes are distributed on the 15th of each month.

It takes time to build a school's reserve. We are only in year 2.

11 classroom teachers, frozen salaries (for ALL salaried employees), \$85,000 for new Director, 3.5 days a week for Spanish teacher, reduction of \$350/ADA, enrollment of 285 and still carry over(reserve) of \$80,000 for 2012-2013.

Rieta wants the board to go over actuals every month and for ExEd to have it ready moving forward at each monthly board meeting..

Audience: No security, no janitorial staff, only janitorial supplies are included in budget. Why isn't it included? Where is "repayments" listed?

2011-2012 Budget ACTION - *Gannon motions to approve budget at 11 classroom teachers, frozen salaries (for ALL salaried employees), \$85,000 for new Director, 3.5 days a week for Spanish teacher, reduction of \$350/ADA, enrollment of 285 and still carry over (reserve) of \$80,000 for 2012-2013. Miehls seconded the motion.*

In favor: Brunner, Everly, Gannon, Miehls, Rieta

Opposed: None

Abstained: None

Absent: Estolano, Hernandez

Consolidation Application for 2011-2012 for funding Categorical AID 1(ConApp 1)

Action- *Gannon motions to approve application for ConApp 1. Brunner seconded the motion.*

In favor: Brunner, Everly, Gannon, Miehls, Rieta

Opposed: None

Abstained: None

Absent: Estolano, Hernandez

G. Fiscal Policies and Procedures (Information/Action) – *Rieta recommends that the amount for two signatures be lowered to \$5,000 instead of what is stated on page 5 BANK CHECKS.*

Page 2 – Remove item 2 under Annual Financial Audit and item 1 to The Audit/Budget Committee will select an auditor by March 1 prior to the end of the year.

Gannon motions to approve Fiscal Policies and Procedures with amendments to follow at next board meeting. Miehls seconded the motion.

In favor: Brunner, Everly, Gannon, Miehls, Rieta

Opposed: None

Abstained: None

Absent: Estolano, Hernandez

- H. Non-voting Board Members (Information/Action)** – *Kang explained to the board the Director either is a board member and votes or Director is only an advisor to the board.*

Gannon motions to approve Director to be an advisor to the board and not be a board member. Miehl's seconded the motion.

In favor: Brunner, Everly, Gannon, Miehl's, Rieta

Opposed: None

Abstained: None

Absent: Estolano, Hernandez

- I. J13A Form – Allowance of Attendance (Information/Action)** – *Everly motioned to approve J13A Form – Allowance of Attendance regarding April 4, 2011 due to lock down. Brunner seconded the motion.*

In favor: Brunner, Everly, Gannon, Miehl's, Rieta

Opposed: None

Abstained: None

Absent: Estolano, Hernandez

- J. Mater Dei Lease Update (Information/Action)** – *Counter offer proposal. Paragraph 7 Increase number of students to 285. Paragraph 28 – Dispute \$20,000 deposit. Exhibit A: Increase garden plots from 2 to 6-8. Paragraph 2 - Length of the lease from three years to one year. Paragraph 17 – Can we sublease?*

Mater Dei Lease Update *Miehl's motions to approve counter offer proposal. Paragraph 7 Increase number of students to 285. Paragraph 28 – Dispute \$20,000 deposit. Exhibit A: Increase garden plots from 2 to 6-8. Paragraph 2 - Length of the lease from three years to one year. Paragraph 17 – Can we sublease? Gannon seconded the motion.*

In favor: Everly, Gannon, Miehl's, Rieta

Opposed: None

Abstained:

Absent: Brunner, Estolano, Hernandez

- K. 5th Grade Californian Field Trip 2011-2012 (Information/Action)** – *Handouts available*

Gannon motioned to approve 5th Grade Californian Field Trip 2011-2012. Everly seconded the motion.

In favor: Brunner, Everly, Gannon, Miehl's, Rieta

Opposed: None

Abstained:

Absent: Estolano, Hernandez

- L. **Prop. 39 Arbitration (Information/Action)** – *Rieta recommends the Director meet with Chula Vista Elementary School District Superintendent and Assistant Superintendent over the summer. The Facilities Search Committee should start meeting this summer to look for new facilities.*
- M. **6th Grade Camp 2011-2012 (Information/Action)** – *Handouts available Brunner motioned to approve 6th Grade Camp 2011-2012. Gannon seconded the motion.*
In favor: Brunner, Everly, Gannon, Miehl, Rieta
Opposed: None
Abstained:
Absent: Estolano, Hernandez
- N. **Point of Sale Software (Information)** – *Handouts available Kang explained the purpose of the software. Software is need for National School Lunch Program. Two bids have been submitted.*
- O. **LdVCS Strategic Plan Update (Information)** – *Rieta updated board on the first planning meeting for LdVCS Strategic Plan Update. Strengths and Areas of improvement were discussed. 3 parents, Board Chair and Operations Manager attended. Next meeting is scheduled for June 30, 2011 at 3:30pm. New Director, Alma Van Nice will be present. Handouts/Samples are available.*
- P. **New Director Transition (Information/Action)** – *Rieta and Kang met last week. Alma Van Nice will be here June 30, 2011 for the Strategic Committee meeting. Rieta is going to ask Mrs. Van Nice to spend time with Kang to go over signatures, records, transition, etc. Board will pay Kang \$325 for one day of pay to meet with Mrs. Van Nice. Possible date July 6, 2011.*

Gannon motions to approve for board to pay Sharyn Kang \$325 for one day to meet/work with Mrs. Van Nice. Brunner seconded motion.

In favor: Brunner, Everly, Gannon, Miehl, Rieta

Opposed: None

Abstained:

Absent: Estolano, Hernandez

VII. Public/Oral Communications

VII. Closed Session (Information/Action)

- a. Employment Development Department – Liability Claim
Government Code 54954.5 (Information/Action)

b. Teacher Support Plans

Erin Gannon, Cynthia Gomez and Sharyn Kang recused themselves from Item B.
Government Code 54957 (Information/Action)

VIII. Reconvene to Open Session – 9:18pm

IX. Report of Closed Session Actions –

Item A – Board decided not to attend EDD court hearing to contest unemployment benefits.

Item B – Board decided not to renew employment for teacher on Teacher Support Plan.

X. Announcements -

XI. Adjournment – 927pm

APPROVED