

LEONARDO DA VINCI HEALTH SCIENCES
CHARTER SCHOOL
Board of Trustees Meeting
November 10, 2010 ~ 6:00pm
Room 12

Physical address:
1615 Mater Dei Drive
CHULA VISTA, CALIFORNIA 91913

Mailing address:
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Board of Trustees

Angela Rieta, Chairperson

James Everly, Treasurer

Sharmane Estolano

Erin Gannon

Mario Hernandez

Marie Miehls

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.

Minutes

I. Call to Order – 6:02pm

II. Approval of Agenda –

Gannon motioned to approve agenda and moving Executive Director Interview/Search Committee to open session after Closed Session Item. Everly seconded the motion.

In favor: Everly Gannon, Hernandez, and Rieta

Opposed: None

Abstained: None

Absent: Estolano, Miehls

III. Approval of Minutes – September 8, 2010

Gannon motioned to approve minutes for September 8, 2010. Hernandez seconded the motion.

In favor: Everly Gannon, Hernandez, and Rieta

Opposed: None

Abstained: None

Absent: Estolano, Miehls

IV. Approval of Minutes – October 13, 2010

Hernandez motioned to approve minutes for October 13, 2010 recorded by Cynthia Gomez. Gannon seconded the motion.

In favor: Everly Gannon, Hernandez, and Rieta

Opposed: None

Abstained: None

Absent: Estolano, Miehls

V. Nominate and Elect Board Secretary – *Rieta reported out to board we are still actively searching for new board members and a Board Secretary. Cynthia Gomez will continue to take minutes until position is filled.*

VI. Information / Action

- A. **ExED/Budget Report:** Cathy Walsh (Information) – Walsh reported out on current budget. Supplemental Categorical Grant will be funded at \$127 per ADA. Budget is being revised with current funding and enrollment. Revised budget will be submitted to Audit/Budget Committee December 1, 2010. Audit found no findings and is being submitted to Chula Vista Elementary School District. Handouts available.
- B. **Director Report** (Information) – Kang introduced teachers who were present at board meeting. School psychologist GATE tested our 3rd grader. LdVCS was part of Chula Vista Elementary School District Charter schools board meeting. LdVCS students attended CYT Aladdin performance. Parent/Teacher Conferences were a success. Thank you to all the hard work that went into Five Senses Festival. Prop 39 was submitted to CVESD on November 1, 2010. Johanny Hernandez and Erin Gannon attended CPI (Crisis Prevention Intervention) at the district. LdVCS has 4 certified CPI employees. Thank you to Marie Stanard for getting Red Ribbon Week together and LeeAnn Everly for Gala Da Vinci. Hernandez asked Mr. Brunner (Dean of Mater Dei) if Gardner Charter School would be house at Mater Dei. Gardner Charter was not offered Mater Dei, but instead, offered Marian (Mater Dei's old site). Last thank you to Erin Gannon for starting the relationship with USD.

C. Governance Committee Reports (Information)

1. **Audit/Budget** – Everly presented board with Fiscal Policies and Procedures Handbook. He would like board members to review the policy. Provide feedback/suggestions to Everly by Friday, November 19, 2010.
2. **Curriculum and Assessment** – Gannon reported out on C & A Committee. Committee decided to take the first 10 minutes of Tuesday Staff Meetings and discuss Discovery Education. Frank from Everyday Math will be present at next week's parent meeting. This will help parents understand our math curriculum. Interventions were also discussed. Committee wants to meet the needs of all our students. Not just our struggling students, but also our gifted students. Robinson met with Maestra Marin regarding the material she is using to teach Spanish. Committee is looking into purchasing a Spanish Curriculum.
Ms. Goslee (5th grade), Ms. Gannon(3rd grade) and Mrs. Ungricht (1st grade) have been funded through Donor's Choose. Ms. Goslee's 5th grade class host an iPod and update on what's going on at school and interviewing staff members. Kindergartners have learned about Firefighters and studied the life of a pumpkin. Ms. Gannon and Ms. Goslee also attended CUE Technology Conference this past Saturday, November 6, 2010.
3. **Partnership** – LeeAnn Everly reported out on Partnership. Canyon Clean up has been postpone to the Spring. Committee wants input on where fundraising funds should be allocated. What are the priorities? What hasn't been done yet? What are the needs of the charter and the goals? December

10, 2010 is Create-A-Gift night. Items left over from Gala da Vinci and raffle items off. Night Under the Stars is a week after and winners will be drawn then. Committee suggests a table for each classroom to raise funds for each classroom. 30% of our students participated in Great American Fundraiser. Healthy Heart day is scheduled for February 14, 2010. Mrs. Anderson is now co-treasurer and Mrs. Julia Fletes is Room Parent Coordinator. Max Carreon is now in charge of Box Tops. There is still talk about Family Camp out.

D. Technology Committee Report – Goslee reported out on Tech. Committee. Committee met with Curriculum and Assessment Committee. Talked about technology benchmarks.

E. Parent Handbook (Information/Action)
Hernandez motioned to approve Parent Handbook. Everly seconded the motion.

In favor: Everly Gannon, Hernandez, and Rieta

Opposed: None

Abstained: None

Absent: Estolano, Miehl

F. Distribution of Materials to the Community (Information/Action) - Tabled

G. Prop 39 Facilities Request (Information) – Kang hand delivered Prop 39 to Chula Vista Elementary School District on November 1, 2010. LdVCS met its deadline.

H. Mater Dei Lease (Information/Action) – Kang reported out on lease. Lease was emailed to board for input. Search Committee needs to be formed. We need options and take our budget into consideration. Cathy Walsh to provide board an analysis on district cost vs. Mater Dei cost.

I. WASC Update (Information/Action) – Kang reported out on WASC accreditation. Kang is asking if board is ready to move forward and have initial visit for the Spring of 2011. Federal government will not release funds until we go through WASC. There is a possibility of having to pay back grant if we do not comply.

*Everly motioned to approve moving forward to set up Initial WASC visit Spring 2011.
Hernandez seconded the motion.*

In favor: Everly Gannon, Hernandez, and Rieta

Opposed: None

Abstained: None

Absent: Estolano, Miehl

J. Approve Fundraiser - "LdVCS Runs for Better Health" Running Celebration T-

Shirt (Information/Action) – Gannon and Goslee reported out on grant. Part of the grant is to have a CELEBRATION by mid December. Event is for 4th-6th grade. All 4th-6th graders that participate will receive a free T-Shirt. It's part of the grant. Other students and parents may want to buy T-Shirts. T-Shirts can be a fundraiser. Any funds raised would go to PE equipment. Date is scheduled for Friday, December 10, 2010 from 12:30-300pm. Mater Dei has allowed us to use the field between the gym and the library. Handouts available.

Hernandez motioned to approve fundraiser for T-Shirts. T-Shirts will be sold for \$10.00. Gannon seconded the motion.

In favor: Everly Gannon, Hernandez, and Rieta

Opposed: None

Abstained: None

Absent: Estolano, Miehl

K. Staffing – Open Positions (Noon Duty, Science/Math Specialist)

(Information/Action) – Kang reported to board the need to hire another Noon Duty at \$8.00/2 hours a day. Monday, Tuesday, Thursday and Friday. Not Wednesday because it's a minimum day. Cost will not exceed \$1600.00 for the year. Handouts available.

Hernandez motioned to approve hire of Noon Duty. Everly seconded the motion.

In favor: Everly Gannon, Hernandez, and Rieta

Opposed: None

Abstained: None

Absent: Estolano, Miehl

Science/Math Specialist – Kang is proposing a teacher to work with struggling students and focus on math. Our current 2nd grade teacher is teaching 27 2nd graders and a math specialist would help. Specialist would also work with high achievers. Person would start November 30, 2010 at \$22.00/hour. Cost not to exceed \$6000. Funds would come out of the Supplement Categorical Grant. Handouts available.

Hernandez motioned to approve hire of Science/Math Specialist. Everly seconded the motion.

In favor: Everly Gannon, Hernandez, and Rieta

Opposed: None

Abstained: None

Absent: Estolano, Miehl

Fine Arts Instructor (Information/Action) – Kang reports there is no

longer funding in the Arts and Music Grant. There is, however, funding in the Supplemental Categorical Grant. Total cost would be \$2360.00. Handouts available.

Everly motioned to approve continuation of Fine Arts Instructor. Gannon seconded the motion.

In favor: Everly Gannon, Hernandez, and Rieta

Opposed: None

Abstained: None

Absent: Estolano, Miehls

M. Fiscal Policies and Procedures Handbook (Information) – *Everly would like board to review Fiscal Policies and send email to him by November 19, 2010.*

N. Staffing – Evaluation Forms (Teacher, Operations Manager) (Information) – *Kang reviewed Teacher Evaluation. CDE (California Department of Education) wants teacher evaluations to be tied in to student achievement. Funds from PSCG will not be released until student performance is tied to evaluations. Kang is following up with CDE.*

Operations Manager Evaluation Form – *Kang presented evaluation form to evaluate Operations Manager. Kang would like board input to improve evaluation, if needed.*

VII. Public/Oral Communications

Gannon shared girl's basketball team update. 8 schools will participate. Girls 4th-6th grade are eligible. There will be a west side and east side division.

VIII. Closed Session – 7:58pm

1. Resignation – Executive Director (Information)

Rieta reported out what was talked about during closed session. Board talked about the resignation of Director Kang. Rieta to send a letter to parents regarding next steps.

IX. Reconvene to Open Session 8:10pm

Executive Director Interview/Search Committee (Information/Action) Open Session –

X. Announcements

CVLCC donated 7 classrooms rugs. 30 earphones and 3 keyboards have been ordered and distributed.

Frank Volpe, Everyday Mathematics Consultant will present at our Everyday Mathematics Parent Workshop on Thursday, 11/18.

XI. Adjournment – 8:35pm

ADOPTED