

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 Miehl

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
December 8, 2010**

I. Call to Order: 6:02pm

II. **Approval of Agenda:** Letter B is left blank; move Letter O and P to between III and IV; addition of action items for Partnership Committee: Race to Nowhere; Family Campout; Emergency Kits

Hernandez motioned to approve agenda. Gannon seconded the motion.

In favor: Everly Gannon, Hernandez, and Rieta

Opposed: None

Abstained: None

Absent: Estolano, Miehl

III. **Approval of Minutes:** November 10, 2010

Gannon motioned to approve minutes; Hernandez seconded

In Favor: Everly, Gannon, Hernandez, Miehl, and Rieta

Opposed: None

Abstained: None

Absent: Estolano, Miehl

Miehl arrives to meeting at 6:10pm

-Nomination Introduction-Rieta introduces Joseph Brunner, candidate to serve as Trustee on LdVCS' Board of Trustees. Brunner shares his qualifications and desire to serve as Trustee. Board inquires about Brunner's skills and experiences.

-Elect Community Member to Board of Trustees – Joseph Brunner (Information/Action)- Board elects Brunner to serve two-year term.

Gannon motioned to approve minutes; Hernandez seconded

In Favor: Everly, Gannon, Hernandez, Miehls, and Rieta

Opposed: None

Abstained: None

Absent: Estolano, Miehls

IV. Nominate and Elect Board Secretary

Nominate and Elect Board Secretary: Kang shared that according to our bylaws, Secretary position is to be held by an officer of the Board. Rieta informs Board that minutes will be taken on a rotating schedule, with each member serving as secretary until one is elected. Everly is designated by Rieta as Secretary tonight.

V. Information / Action

- A. **ExED/Budget Report:** Cathy Walsh (Information)-Walsh reported out information from the month of October. Kang and Walsh to revise budget to reflect \$184,435 less revenue than budgeted due to the elimination of Child Nutrition federal revenue and Class Size Reduction. The school will receive an entitlement for the stimulus ARRA funds of \$8,200. Walsh met with Audit/Budget committee last week and discussed the following ways to balance the school's budget: Reduce the number of instructional days/calendar days; reduce salaries; or increase class size. Walsh and Kang to work on budget scenarios during Winter Vacation.

- B. (Intentionally left blank due to error on Agenda)

C. **PCSPG Grant Award Increase (Information/Action)**-Kang received an email from the California Department of Education (CDE) stating that our school is eligible to receive a grant award increase in the 2010-2015 grant cycle. Grant award increase is \$125,000. Kang and Gomez are working with Educational Consultant Anjanette Urdanivia to submit application, work plan, and budget. Higher grant award criteria includes: charter school is located in, or a majority of the students served by the charter school will reside in, the attendance area of a school that meets one of the following sets of criteria: The school is eligible for Title I SIG funding or is a Persistently Lowest Achieving School OR The school is in Program Improvement Years 3, 4, or 5 and has an Academic Performance Index (API) decile rank of 1 or 2. Goslee inquired about the criteria of tying teacher evaluations to student achievement. Kang shared that this is a criteria of the grant award increase and asked Berlanga (General Manager, California Charter Schools Association) and Walsh if they had further information about this. Development of teacher effectiveness measures must include student achievement data as a part of teacher evaluations is a requirement for the grant award increase.

Everly motioned to approve the submission of application for the PCSPG Grant Award Increase; Hernandez seconded

In Favor: Everly, Gannon, Hernandez, Miehls, and Rieta

Opposed: None

Abstained: None

Absent: Estolano

- D. Special Budget Report: Hiring of New Director (Information)-Financial information received regarding the potential salary for the new Director and the cost to overlap with the current Director for training. Information provided by Cathy Walsh(ExEd)
- E. First Interim Financial Report (Information/Action)-Walsh shared/reviewed this report with the Board. Purpose of the report is to take actual expenses and revenue to project budget. Report on 1/31/11 will be much more informative.

Gannon motioned to approve the First Interim Financial Report. Everly seconded.

In Favor: Everly, Gannon, Hernandez, Miehls, and Rieta

Opposed: None

Abstained: None

Absent: Estolano

- F. Q & A with Lisa Berlanga: New Director Search (Information)-Gave information relevant to setting up a committee to set up the parameters for hiring. Talked about setting up committees to establish criteria for the selection/interview process and about the Board being involved in the hiring/selection process of the new Director.
- G. Director Report (Information)
- H. Governance Committee Reports (Information)
 - 1. Audit/Budget-Recapped many of the items discussed by Cathy Walsh and adding that they are in the process of evaluating the options we have to cut the budget.
 - 2. Curriculum and Assessment-working on setting criteria to streamline meeting times. Spanish Program - looking to purchase materials for the program to enhance it, however, C&A knows that budget is very tight. Discussion about Kindergarten hours and how to implement hours for testing and student evaluation. Ms. Goslee received a grant through Target for our 5th graders to participate in SeaCamp.
 - 3. Partnership-Shared about upcoming Family Create-a-Gift Night, raffle of items remaining from Taste of da Vinci, and the Emergency Kits to be made available to the students to purchase.
 - i. Race to the Nowhere Screening on 1/25 at 7pm in Lecture Hall
 - ii. Family Campout (Tabled)

iii. Emergency Kits-Partnership Committee will provide LdVCS families information about ordering the kits.

- I. Technology Update
- J. 2011-2012 School Calendar (Information)-Discussed the possibility of switching our current modified traditional calendar to the Districts' year round calendar.
- K. 2011-2012 Kindergarten Schedule (Information)-Discussed continuing the half-day schedule next year. Kindergarten would be half day for approximately 4 weeks.
- L. Prop 39 Facilities Request Update (Information)-Notice received from the District acknowledging receipt of our Prop39 request for facilities. District expressed concerns about LdVCS' ability to reach its target enrollment in 2011-12. A second request for Intent to Re/Enroll forms will be sent to our families who have not yet submitted the form. Response due to District on or before January 4, 2011.
- M. Fiscal Policy and Procedures (Information/Action)-Tabled
- N. Fundraising Policy and Procedures (Information/Action)-Moved to adopt the Fundraising Policies and Procedures.
- O. Governance Board Training – A New Urgency for Effective Board Governance (Information/Action)-Kang brought to the Board's attention that continued training/education is mandatory and that we need to begin to do so. Gannon, Hernandez, Miehl, and Rieta, to attend the 2-day symposium on 1/7 & 1/8. Brunner and Everly to attend the symposium on 1/8.
- P. Board Strategic Planning Retreat (Information/Action)-Board will schedule this event at a later date.

VI. Public/Oral Communications

VIII. Announcements

IX. Adjournment