

DaVinci Academy of the Sciences and Arts
Board of Directors
BOARD MEETING MINUTES
2033 Grant Avenue Ogden, Utah 84401
801.409.0700
davinciacademy.org

Agenda/Minutes

Meeting Name: DASA Governing Board Meeting
Time keeper: Terryl Miller

Scribe: Terryl Miller – Secretary
Facilitator: Paula Dugan – President
Date: Wednesday, February 21, 2007
Time: 5:30 PM to 6:15 PM (Closed Session)
6:15 PM to 8:30 PM (Open Session)
Location: 2033 Grant Avenue, Ogden, UT 84401

Invitees/Attendees * in attendance, # absent, & excused (may call in)

*	Paula Dugan, (PD)	#&	Iain Hueton (IH)
*	Eric Amsel (EA)	#&	Joe Oliva (JO)
*	Terryl Miller (TM)	*	Adam Johnston (AJ)
*	Helen Wecker (HW)	*	Robert Evans (RE)
#&	Dan Early (DE)		

Meeting Ground Rules

- ⌚ Be on Time
- ☺ Everyone is equal
- ⊗ One Conversation at a time
- ☺ Respect the views of others
- ☺ Keep the discussion relevant

Agenda

Item No.	Subject	Presenter	Time
1.	Quorum Call	Paula Dugan	2 Min
2.	Closed Session	Paula Dugan	40 Min
3.	Introduction and Agenda Review	Terryl Miller	5 Min
4.	Welcome of Guests, Approval of Minutes from 1-31-07 meeting	Paula Dugan	5 Min
5.	Student Government Report	Student Government	10 Min
6.	Ombudsman	Maria Schwarz	15 Min
7.	Open Student Comment		30 Min Max

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8.	Open Public Comment		30 Min Max
9.	President's Report	Paula Dugan	30 Min
10.	Financial Report	Alexis Hicks	10 Min
11.	Accreditation Report Status and Director of Academic Services (DAS) Report	Jessie Kidd	15 Min
12.	Old Business		
	Review of Action Items from Last Board Meeting and Board Meeting from 1-10-07	Terryl Miller	5 Min
	Vote on Personnel Issue	Paula Dugan	5 Min
13.	New Business		
	Committee Reports	Each Board Member	15 Min
	Election of Potential New Board Member(s)	Terryl Miller	5 Min
	Graduation Update	Brody Tate & Terryl	10 Min
	New Committee Structure	Paula Dugan	15 Min
	Approval of Confidentiality Policies	Terryl Miller	10 Min
	Added in Session: Vote for Money for keynote speaker for graduation	Terryl Miller	2 Min
14.	Adjournment		

Minutes

Agenda Item No.	Main Points, Conclusions/Discussions, Decisions, Next Steps
1	Paula called a quorum and we do have a quorum. We will go to closed session.
2	Closed session. Back in open session and we still have a quorum.
3	Terryl reviewed the agenda and stated that the ombudsman did not need her time today, but everything else is as on the agenda..
4	Paula welcomed guests. She asked if everyone had read the minutes from last time. Everybody said yes and so she called for approval of the meeting minutes from 1-31-07. Terryl motioned to approve the minutes. Seconded by Eric. All in favor: All. None opposed. The minutes were accepted.
5	Student Government Report: Scott: The student government has changed its meeting dates to advisory so it is now an advisory class, so all the students in student government are now there. We are still working on our off-campus lunch proposal for you guys. We did not get enough of

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	<p>the stuff done to propose it today. We sent out a survey to all the students to see if we could see what kind of impact it would make on our lunch program. To see if we could not compete to the point that they lose profit or don't make any profit. Terry: Can I insert something here? Scott: Yes. Terry: You were asked if there were any other schools that had off campus lunch. Scott: I found a couple. Terry: Joe Oliva also said that East Hollywood High in Salt Lake does have off-campus lunch. Eric: I would urge you to look at their policies in terms of legalities. I can help as well. Scott: We have asked for the policies for off-campus lunch from two charter schools in Utah that have it. I am waiting for a reply from one of them and the other one their policy was on-line so I could just print that out. I don't have any of that with me today.</p> <p>We lost one member of our student government. Our freshman senator is leaving to go back to Ben Lomond, so I believe we are going to be having an election for a new freshman senator. We are still working on the new student constitution. Terry: Is there anything you need help with? Scott: No. We are good unless you guys have any other potential issues that we can look at right now for off-campus lunches. Adam: I think you are getting the information.....Helen: I think it is very valid to look at that possibility, because we don't want to lose our free lunch for the students that need them. I don't want any kid going hungry because somebody wants to go off campus and grab a taco. That is very important to me that you look at that. Scott: A lot of the charter schools, I have seen three different things that they have been doing throughout Utah for the lunch program. One is catering the lunch and then allow students to bring lunch. The other one is total, they can bring their lunch, they can eat lunch there, they can go off campus. And, the other one is that they completely supply their own lunches but they can't leave campus and the parents are totally responsible to bring their lunch or send them to school with their lunch. Those are the three lunch programs that I have seen with the charter schools. Helen: I think that for our student population, free lunches are pretty important. Scott: Yeah. I think so. We will see how the surveys come back and what they say.</p>
6	<u>Ombudsman:</u> Not needed.
7	<u>Open Student Comment:</u> Paula asked if either of the two students were here wished to speak and they both said no, just during their agenda time.
8	<u>Open Public Comment:</u> Paula asked if the one public person who was there wished to speak but he said no, not until his agenda time.
9	<p><u>President's Report:</u> Paula Dugan: First, I would like to ask all of the board members, and I will have to send this in an e-mail for those who are not here, to send Terry a short bio of you. No more than a paragraph or two, an executive-kind of level bio just to say who you are. Maybe highlight your education or your position or the reasons for being on the board, or your experience. You can even plug in a sentence or two of your educational philosophy or what your goals are on the board. Not too long. This is going to be on the web site. The web site is being updated. There has been a lot of new additions and thank goodness there is a lot of new information on it that has been updated and more accurate, but I would like to have on the board section bios of all the board. We are also going to have bios of all the administrators so that when people from the outside world come in to our space, they can see who we are. Terry: They will also have pictures of all of us that they are going to put on there. I meant to bring a camera with me to take pictures of the new board members and I forgot. I apologize. Paula: So, please do that fairly soon.</p> <p>Also, in March we have agreed upon a date, and I don't recall which date it was, for the State of DaVinci. I think it was the 15th or 16th, somewhere mid-March. Terry: I can't do that date, the 16th. I have a World Championship Dutch Oven Cook Off that weekend that I am in charge of.</p>

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	<p>Paula: I will work with her and see what date it is. We want to have it at least a month before the accreditation visit so that our community, our DaVinci community can come in, get updated on where we are at, where we are going, what our current stats are, what our current priorities are. Rehash our mission statement, rehash the upcoming events that we are going to do, and just pretty much update everybody. Terry: This is a night one, right? Paula: Yes, this is a night one. Now, we did have a State of DaVinci address a little over a year and a half ago. I went to it, I think Eric Stroup gave it, and basically he briefed, what at that time was being used as the Strategic Plan and updated it. There weren't a lot of people there so I am going to try to publicize this a little more, especially since Jessie is going to do a lot of talking about the accreditation, what it means to us and what parents can do and what students can do to help out. But I think it is important, as part of overall desire to be more transparent to the community, to let them know what we are doing, what our priorities are, where our problems are, that we want their help. So, I would like to have all of your support. I will build the power point presentation with help from maybe Garen or my kid. But, I would like input from you all on what you think is important here. I don't think we will have our strategic plan done by them, but we can at least highlight some of the.....Terry: Back to the dates, I don't think Friday is a good night for that. Paula: No, Friday is not a good night. Terry: The 16th is a Friday. Paula: It is a Wednesday. Terry: Then maybe it is the 14th. Paula: Yeah, probably the 14th. Paula: So, please, and I have asked for input before and sometimes I have gotten it and many times I haven't and I am very serious this time. I want input from you guys to help build this briefing. We don't have any standardized format for it. It is an educational, informative one to our population and also your attendance would be appreciate too at that. Eric A: What about refreshments? Paula: Maybe. Maybe the PTSO could do that.</p> <p>Also, I am soliciting your support and your marketing skills and your contacts out in the rest of the world. Jessie has put together what I think is a beautiful fund raiser, more appropriate for our school. The Gala was very good and very interesting, but this is going to be an art auction and concert so DaVinci Academy of Science and the Arts, it fits more along the lines of what we are and what we want to present to the rest of the community. It will be at the Peery Egyptian Theater on the 20th of April, so please, if you know people that can help contribute any type of art or art work or craft or something along those lines for our silent auction, that will be helpful. That is where we are going to make our funds primarily from. Then, if you know of anyone that is particularly talented, then I am sure that they would be able to fit them, him, her, person, group into the schedule. So, just kind of get the word out. I am going to ask our marketing and fund raising committee to put out a letter to all the friends of DaVinci and encourage them, I know we have a list, I am sure Nancy has a list that they used last year, and we will send a letter out and invite the community and solicit support and donations. Robert: Who do we have performing at the concert? Paula: I think it is our students. When Jessie comes in we will ask her. She took off with this one and started rolling with it and I like it. Helen: I think she did mention that there is more than the students performing. Paula: Yeah, I know they want to have others, so the budge is low, so they will have to be donated.</p> <p>Also, I am going to, when we come to the committee structure, I will discuss it, but I just want to give the philosophy behind the committee structure. The way that the board has run at DaVinci, and there has been different ways depending on the nature of the board and what has been going on at the school and the developmental stage of our school. We haven't really utilized our committee structure and we want to do that more. Now, because we want these meetings to be shorter and more decision-making, policy-making, informative meetings, less hashing out issues back and forth, back and forth, back and forth, we want to have issues for initiative, things that</p>

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	<p>we are working at the school, worked at the committee level with involvement from the community. This is important because instead of just having a group of six or seven board members hash out everything, a committee headed by someone who has an interest in that particular area from the board, with input from the teachers, from parents, from the community, collective minds, can really get down in to, roll up their sleeves and work the issues to the benefit of the whole much better. Then, of course, the committees will not be allowed or authorized to make any decisions or any policy decisions, but they will be recommending those to the board and then they will be already, for lack of a better word, staffed, thought out, developed, when they come to the board and it is just a matter of the board looking at them, maybe tweaking them and approving them. So that is the goal behind it, which implies that board members have to be a little bit more active and everybody is going to need to help out. Every board member will be on a committee. I ask that you, as your time and your schedule permits, just try to help us out in those.</p> <p>Outside of the accreditation coming up, right now the curriculum committee is going to be looking at the curriculum priorities for next year. This is kind of a hot issue for some people. Some of our teachers have approached board members with concerns about certain areas that we currently have and concerns about whether they are going to be back or not, so please be cognizant of that and recognize that we will have to get a lot of input from the teachers in order to really work these and make sure everybody understands why and where we are going. That is all I have. Eric, is there anything you want to add? Eric A: No.</p>
10	<p>Accreditation Report and DAS Report: Jessie Kidd: For my purposes and perhaps yours to better understand the schizophrenia of what that office has become, I would like to develop a status report that is goal oriented and also action oriented. For my purpose as well as for yours. Also, so when you look over these each time, you will be able to say what is missing. I do see you very much as an oversight board, but want your input and help as well. Paula: I am glad you recognize this as an oversight board. Jessie: Okay. First and foremost is the big A word, accreditation. March 19th is the big due date because of the SIP deadline. That will be the final product. When everything needs to be completed and everything that we need to say to NFFE and the state and the visiting team. SIP stands for School Improvement Plan. Paula, this will also help in coordinating what we want to say for the State of the School Address, which I am thinking will be done after this March 19th deadline. Paula: We just decided that it was March 14th. Jessie: That is fine. We have two action items in February for accreditation. We need to finalize our documentation. Now, mission, Paula do you still have all the _____ DRSL binder? Paula: It is in the office. Jessie: How finalized are we on what you and Eric and I worked on. Paula: We are waiting for results on the survey. Jessie: Okay. Eric A: Are they in? Jessie: No. We are finalizing documentation from each of our focus groups. Please, if you haven't already, your entire focus group needs to meet some time in February or in March. All students, all teachers, all board members, all community members, all the group, to meet together to evaluate and this is the final time to say this is what we say. I need you all in the room together. No more of this hit and miss. I couldn't get this person, I couldn't get that person. I really want that process to be able to say we were able to all meet together. In March, focus group recommendations for action plans. I have an example if you would like to see it. I went through my papers and found an example of a staff development action plan. This is my favorite part and that is why I can't wait for the documentation to be finished, because I have my ideas, but I want it to be the process of what our action plans will look like. It doesn't have to be in the next 43 years of DaVinci. It can be a year's action plan or three. I recommend three. Once you get together in your focus groups and you have your recommendations and then the staff will get</p>

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	<p>together and finalize those action plans and then in the leadership committee, Carolyn, Eric, myself and Alexis, we will finalize those action plans in to something that looks similar to this. Any questions about that? Adam: Being on two different focus groups, I have noticed the writing styles are a lot different. Jessie: Yes. Adam: Is that a concern for you. Are you going to take that and make them sound the same? Jessie: Eric, do you want to speak to that. Eric A: We talked about this a lot, Jessie and I. I was a proponent of the single voice view, but I actually think that the multiple voice is better. It is a shared document and it is a growing document. Weber State had a one-voice and we hired a write to write it and so, I think Jessie is right to have the difference in the document. Adam: That is exactly what I think as well. Jessie: That is the criticism as I go and do school visits that it was a one-person ship and as soft-spoken as I am, it could come across as a one-woman show, and I don't want that to be. I have tried very much to emphasize what is being absorbed, how well it is being implemented. I see the whole accreditation process in that we try to implement that and not just teach but help empower people with their piece of the puzzle. That is what the visiting team will be here to see, was it implemented, is the mission you know, some funny-looking Jesus-man in the front hall, or is it really driven. Eric A: It will be important though to have those different voices hitting exactly the same points. Jessie: That is what the leadership people go through and clean up and I have put all of that over to Carolyn. Thank you for letting a big chunk of my brain being able to give that to someone who is much better at it than I am anyway. We will go through that and clean it up as the leadership team. So, yes, we like typos, but there needs to be some congruency as far as _____.</p> <p>Short-term action items: These are my fab five. Teacher evaluations. Those I will have completed by March 16th. The status of that is I will schedule those appointments at our faculty meeting on Tuesday. I am going to go in to the class room and get feedback for the teachers, data on instructional style, teaching style. Paula: These are not going to be no-notice teacher evaluations? They are going to know when you are coming in the classroom? Jessie: Yes, I will give them the days and the times that I have available. There also needs to be a follow up interview. You just can't go in to a class room and evaluate, and I do want to be in there from bell to bell to get a full synopsis of what their teaching style is like and then have a follow up interview that we can collaborate and discuss the things that we may not see eye to eye. Second is student recruitment. I would like to have by April 30th, to have registered 50 new students. That is a goal, our recruitment goal at this time. What have we done so far to achieve that goal? Paula: 50 new students will bring us up to what? Jessie: Before that, student enrollment. We will hand out the student re-enrollment forms this week and they will be due next Friday. So, recruitment is different than enrollment. We will do the re-enrollment and registering. We won't do class registration probably until April when we get that worked out, but as far as new students, that needs to be an ongoing process now. I have parents calling at this time. I would like that to be the April goal. We have upcoming open houses to help with recruitment on February 22nd, March 8th, and April 26th. Eric A: We need to sit down and meet with my friend about how to attract the Hispanic population. He has some ideas. I am on the committee for pr and recruitment. Dan is still the chair for this but I am helping with this. So, that is the goal. I wanted to have a number. Right now we have about 25 students that have pre-registered, pre-enrolled, prior to our open houses. Paula: New students? Jessie: Yes. Terry: 9th grade students or other? Paula: Before we have even started active marketing? Jessie: Yes. I think 50 is a good number and we already have 25 of those that intend to come. We are following up on that. Tomorrow night is our first open house. I was able to get it on NPR, I don't know if any of you listen to KUER, but I have heard it on there three times. Jen's neighbors have come and</p>

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	<p>said things to her. Elaine Whitte is our new band and orchestra teacher who is becoming amazing and finding the connections that we want to build a program since this is a school of sciences and the arts. She will be bringing some students who are disgruntled students at their current schools, tomorrow night and other than that, we have not advertised. The newspaper has not put that out there. I did get Good Things Utah to put it out. Paula: How did you get it on the news without paying for it? Jessie: NPR is free. With that day off, I found all the day time connections. I got Fox 13 and Big Buda may be doing the unveiling of the mural. Paula: Will you mention that date and time for that. Jessie: Flyers are being worked on and student council is working on some things and the question marks are for better marketing strategies. That is one of my concerns down at the bottom, is recruitment help. We can only do what we can do without an extensive marketing budget. Professional Development plan by March 15th. The status of that is Yaaaay Jenn, Yaaay Adam. Thank you. I asked Jen if she could be our professional development chair. Adam had e-mailed me that week and I tasked her with getting that going. Next is DRSLs. Communication, collaboration and citizenship. In addition, since this is the Director Status Report, I would like to get some feedback from teachers as far as our DRSLs and where we are at in implementing those in our curriculum by March 30th. Status right now is, department heads and team meetings, we are going to work those things out and give the students a ski trip incentive to help develop a better sense of citizenship. I know there is an air, and that is another concern at the bottom, of student entitlement and perhaps student non-achievement. I spoke to one teacher today who says 75% of her students are failing. So, we put out an incentive for students that they have to have a teacher recommendation based on respect and academic performance and they have to have turned in 80% of their homework between this Monday and March 19th when the ski trip is scheduled and attendance, no truancies and no tardies. Thank you Angie, as she has been doing an amazing job on following up and making sure the teachers put in the attendance correctly and also Anthony has been finding vagabonds. Next, the web site. As I looked over and was talking and getting feedback from community members, we realized and recognized that our web site was actually a good marketing tool. What we have on there just needed some tweaking and some development so I asked Mr. Kidd and he worked with me over a weekend and I was able to with some things and up date that. The web site Stirling has been working on is going to be a student-based web site. We are also going to be working on a teacher-based web site and a teacher portal. Teacher recruitment is another one of my priorities. I wanted to give you a sample of an e-mail from a teacher that I have been meeting with who wants to come to our school. I think it helps us to better understand the teachers we want to attract and we don't know how to do that yet. That is one of the items we are going to work on this Friday in our teacher development meeting is defining that DaVinci teacher so that once we can identify that, we can figure out how to support and recognize the development process in order to insure that we continue to create and attract that DaVinci teacher.</p> <p>Upcoming Events and Activities: Open houses. Please come if you can as board members. You can come for 10 or 15 minutes, it makes us feel very valid that that is a good opportunity for you to come and mingle with people. Tomorrow between 6 and 8 is when it is. They are all at that time. I brought some hand out flyers for you to take and hand out. Our open houses are on the front and the student council put some student recruitment activities on the back. Throughout the summer we will have something going on here at the school. We will do the street stomp again, the carnival, the rock dance. Benefit concert and Art Show; This is our gala. We now no longer have to utter the word gala again. It is going to be a kaleidoscope of activities celebrating culture and art here in Ogden. In order for that to take place we need donations. We need performers and art donations. This is all going to be centered around Jen's Energy Quest, which is a</p>

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	<p>wonderful meshing of science and the arts and it is amazing and beautiful with what she is doing with those kids. That will be about 20 minutes of performance, but we need about 45 to 50 more minutes of performance. Eric, we talked about Weber State. I went and talked with Art Stop today. Eric: I will talk to the band again. Paula: Is this going to be a silent auction or is it going to be a live auction? Jessie: A silent auction and a minimum bid. Which, I need your help, because we as teachers and students, perhaps may not have the connections that you may all have to people who have pocket books, who can certainly appraise art at what it is worth and would love to have those donors coming. We would love to sell out the Egyptian. It is 800 seats and that would be 15,000 dollars. In addition, the art auction could bring in an undetermined amount of money. It is very beneficial. The moneys are going to go to the science _____ and to finish up the 25 computers for the _____. Eric A: Who is on that committee. Jessie: Elaine and myself, I would love to appoint that committee. (Conversation carried on too soft to hear).</p> <p>Michael B: Speaking about arts but not clear enough on the recording to hear. Paula: Basically, we can throw this for validity sake and for support under the public relations and marketing committee. Jessie: Please, if you have connections, please use them. Science Fair: Science fair is next Friday and we are still looking for judges. If you all can volunteer some time you can come down and judge some science fair projects. It is this Friday, March 2nd. They are also still looking for donations for awards. Things that kids would want. That is a pretty wide variety of things. The awards assembly will be that night at 6:00. Charter School Board University: At OPA. This is the afternoon after our accreditation visit. You are all going to be down here anyway. It is 3:30 to 8:00 and this is training for a charter board. It should be very helpful and beneficial. We have the onsite accreditation visit on April 19th. Please make sure you have at least two community members in each of your groups. Then, on April 28th, Elaine Whitte is spearheading this. It will be an instrumental music festival. Invite talented neighbors and friends to come and compete or to judge. This is a great recruitment tool. If you know performing artists and also who have not had the opportunity to come to our school yet, bring them. This is a great opportunity for you to say hey, you are great on the violin, you should come and compete. Elaine is doing this all by herself and this could be a wonderful recruitment tool. Paula: Where is this going to be? Jessie: Here at the school. Paula: Wow, that is a lot in the two weeks in April. Jessie: Yeah. It is a big April.</p> <p>Okay, structural ideas: Team meeting structure. I am working to restructure the department, team and focus groups. I will report on that in March and let you know how that is going.</p> <p>Concerns: Recruitment Help. SIP, developing the action plan. Student Achievement: ISS is In School Suspension. We have some under achievers we are consistently not turning in homework and they don't care because they still get to come to school. We also have some truancy issues. Scott spoke about open campus lunch. So we need to give students an opportunity for academic support. We are also hiring Bridget McFall to come in on Friday to work on academic support with these students and also to help with the Special Ed. I talked with Kelly before this meeting about supervising and helping with the ISS and making it uncomfortable. She should be very very good at that. Robert: What is the use of in school suspension? Jessie: In school suspension is the opportunity for teachers to send a teacher down rather than coming down without consequence or being yelled at. This would be for a homework issue. It is not a suspendable activity. Robert: Right. So, they send them to you? Jessie: They will send them to me or Kelly. We will work that out and that is one of our goals and I will report on that at the next board meeting. Angie is working on attendance. That has been a big concern for a number of our students. I also learned at my meeting at the State that it is also a money-making that we have, as far as truancy citations, and also getting the officers and martial law involved as far as</p>

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	<p>getting our kids to come to class and stay in class. Finally, Winterim. As you know, Idid have to cancel Winterim. That is bottom line, we just didn't know where our students were. That was a safety issue and not knowing where the students were. There were no other issues, just that we did not know where all the students were. It is also a teacher accountability issue because we spent all last year on project based learning and the culmination was supposed to be Winterim and it was a failure. So, we are going to reevaluate that. Terry: The whole thing was not a failure. Portions were a failure, right? Jessie: Sure. Just as one is not powerful without the entire, it failed. We are not going to let that just go. We are going to be working on that on Friday. Developing project based learning and just because Winterim failed does not mean PBL failed. We are going to go back and work on that. Eric A: (Too soft). Jessie: Yes, and perhaps failure is a very strong word to use. Paula: When you say PBL reteaching, what do you mean by that? Jessie: Going back and saying, what did we miss as teachers. Paula: Just in reference to winterim or more in reference to everything? Jessie: Everything. Has it been taught effectively? Paula: Do we need to bring in an expert in this area? Jessie: Jen is our resident PBL expert. That is what we are going to be reevaluating and looking at and fixing it. That is also part of understanding what the DaVinci teacher is to work on our development for next year. Finally, just the newsletter that we are developing. Angie will put these out. This will have who is going where, who is doing what, Kelly's lunches will be on here and we will be sending those out to parents. Robert: Will that be on the web site as well? Jessie: That is being developed for the web site. Garen has made web space. Now we just have to put it there. Paula: We used to have some really interesting articles in our newspapers. We had some wonderful writers, very articulate, and very interesting. I enjoyed reading them. Jessie: Newspaper or newsletter? Paula: I am talking about the newspaper now. I understood that it was a matter of just cost for publishing that? Jessie: About 500 dollars every time to have it published. Carolyn T: About 250 to 325. Paula: That is something we might want to look at. I know as a parent I enjoyed reading it. The newsletter will help. At least we will get the information out. Jessie: The newspaper is more of an artistic medium for the student. The newsletter is more of an informative thing. Paula: But, we could publish the newspaper on the web site as well. Eric: Have you given any thought to how the vouchers will effect us? I know there is enough going on in your head, but, are there opportunities and vulnerabilities opening up with this? Jessie: Now, I am speaking personally, not professionally. Personally it has been a topic that I have been interested in. That is why I came to a charter school was because of school choice. I see that is what vouchers are for. It is a school choice opener. I had a wonderful conversation with another charter school director about a year ago about vouchers and I thought that vouchers were giving public money to a private forum, but really what they are doing is empowering people with here is your \$600 bucks, where are you going to go. Paula: We are thinking more along a financial side. Jessie: She said that it would be nice to have because you could flip it and then become private. I don't agree with that. Terry: But would it not also effect us in the fact that if a student has that money to take with them to their school, then they are here for two months and they decide to go to another school, they get to take that money with them. So, how do you budget for this? Jessie: It is a concern. Eric: Do we know that that is what will happen? Terry: We don't know. Eric: Is there state discussions going on about that? Paula: I think this is a finance committee issue that they need to work with. Jessie: I read that the private schools do not have numbers. Paula: For our perspective, it is a financial issue. Jessie: I think it is an empowering thing. I think there are some who still perceive us a private school. Eric: As I understand it, we don't get the money that we would be getting with vouchers. When a student comes here, we get state money to cover that student. But that state money is less than it would</p>

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	<p>be with the voucher system. So with the budgeting, we may get a little more money but we may lose it if they leave. Jessie: WUP is about 5,000 right now and vouchers are about 6,000. Terry: It will become about retaining students then. Also, can I throw out something for you to think about? We need the student handbook for next year translated in to Spanish. That comes from my committee. Jessie: Also in regards to recruitment. I know we need to have that meeting Eric. I want to recruit minorities. I want to have the school diversity. Eric: I will set up a meeting. Paula: Any other questions for Jessie.</p>
11	<p>Old Business: I don't know if Alexis retrieved the records from CCA. Do you now that Jessie? Jessie: She has been working on it. Terry: But has she got them from CCA? She still hasn't got them from CCA? Helen: Fred is coming in Friday to help her with inputing them. This is to try and get our back dated stuff in. Eric: Right. Is there a category system in place? Will she have to redo each item? Terry: It has to be hand entered in to each. Many hours of work, but before we can go forward with Quick Books totally we need to have this done. Helen: If you look in our Quick Books now it doesn't make sense because there is no past data for history. Terry: Board president was to contact other charter schools for copies of other teacher contracts. But, I received a couple of them at our Charter meeting. I did receive three different ones. Terry: Letter, written to RTMP about the ADA audit. This was to be done by Eric Amsel. Did you do it? Eric: No. Do we will have to do it? Eric: It has to be done. Paula: We got an extension. Eric: What we have to do is to respond to the state. Terry: It is not the response to the ADA audit. Eric: We have to write whoever owns the building to fix it. Terry: Right. Eric: Because we are the tenants. Terry: Right, that is the letter I am talking about not the audit. Eric: We haven't written the letter because we don't know who to send it to. I am happy to send it to a non-existent company but I am not sure that will be helpful anyway. Terry: The next one was I was to e-mail the confidentiality policies and agreements to Dan and Joe so we can vote on them. I did that but neither of them are here today. I can table that until the next meeting. I wanted to vote on that in new business, but we can wait. I will e-mail them to Robert and to Michael and put off the vote until next time. The next thing is the letter to Key Bank about not going with their payroll service. Paula: That was done. Terry: So, the last board meeting minutes, Paula was to review the committee structure and change it and this would be voted on at the next meeting. You are going to take care of this right? Paula: Yes. Terry: A discussion and a vote on Michael Burton as a new board member. Which we will have shortly. The next thing was the graduation update changed to the next meeting because Brody had to leave. This will be taken care of in the next little bit.</p> <p>Vote on Personnel Issue: We have not done this before, but we will do this forever in the future because it is the right thing to do. We are voting on our personnel actions. The discussions will be done in closed session for privacy concerns, but the vote on personnel actions in regards to dismissals and contracts will be done in open session. So, just as a matter of open record, I would like to vote on the previously voted on dismissal, done in closed session, of the Director of Academic Services, not the current interim one, but the previous one, and whether we terminate his employment. I would like to have a motion. Terry: I so motion. Eric: Seconded. Paula: All those in favor. Michael abstained. Robert said no <u>(*Robert was not a member of the board nor present during the closed board session when the issue was discussed and resolved and that the other new member, Michael Burton, abstained for that very reason.)</u></p>
12	<p>Committee Reports: Since we don't really have committees per se, although Helen has been working and I know Adam has on good faith. If you want to mention something that you are working on in your committee you are welcome to do so. Adam: Jen Thompson and I met and we have been working on the figuring out what we need in DaVinci teachers and she will be</p>

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	<p>starting working on that with the teachers on Friday, with that philosophical idea on working with professional development for _____.</p> <p>Helen: The finance committee met yesterday and talked about....it was interesting to me that the school, up until now, has been working in the red, so there has been a break down in communication of what they need from the teachers to the administration because they just figured that there was no way they were going to get anything. Now there is money, so Jessie is going to take steps in her faculty meeting to kind of reeducate people in thinking what they need, what they want, and what would be great. We sat down and came up with some criteria for things that would make there argument more sound for the things that they need and she will give that to them as well. We do have a form that she and Alexis are tweaking so people can make requests for equipment or materials that they need. With that in mind, we can start having a budgetary process which we have not had up until now.</p> <p>Robert: Will this, because I know some of the teachers have been buying paper for their classrooms. Is that going to be, is the paper going to be there for them automatically or do they have to go through the request process. Just simple things like that. Jessie: That would be day to day running. This is a strategic budget about other things, like science equipment. Helen: We are trying to set up a system so that when we have money that is not earmarked for something else that we know where that money should go and so we are not just saying, oh, she is standing there so she gets it. This will be in a more organized and prioritized manner. Paula: It also makes the budget be a reflection of what our mission and our goals are. Helen: That comes out with the criteria that we set up. If the equipment is used and if it is something that crosses over departments, it is going to receive a lot higher rating than something that is just very specific to one thing. Terry: The personnel and policy committee is working on getting people on it. We decided we needed some teachers on that committee. I do have a question. Do you feel that parents should be on that committee? Paula: I will cover that. Terry: Okay. I have gone through a list from a couple of other schools and I printed out their policies and I am trying to compare and see what we are missing versus what they have versus what we need versus.... Eric: Is this to do with their hiring? Terry: This is really to do with their policies, not to do with their personnel. This is a two-fold committee, a huge committee, with lots of responsibilities. The policies I am trying to compare and see what policies we are lacking and need to write. There are policies that are required in a charter school that are not required in a regular school and vice versa, so there are some that won't match, so I have also tried to go to some of the charter school web sites to see what policies they have. Just to see, so we can update our policies and there are many that were never written. They were never done. The personnel side, we will take care of. A lot of it is put on Jessie right now to do evaluations and that kind of thing. We will meet as a committee, including Adam though who is not typically on this committee, but we will be meeting with her to work out the teacher's contracts, who will be invited back and who will not. That is going to be in the next month or so. Paula: Then, again, we will do more of these committee reports next time. We will have our committees redefined and reassigned. So, next is our election of potential new board member.</p> <p>Election: Terry: I wasn't here at the last meeting, I wish I had been. I actually left my paperwork at home that had your bio in it. I understand that he came and spoke very eloquently to all of you at the last meeting and I know that we decided to sit back and process it a little bit and then decide so we just really want to bring you forward for a formal vote. So, did you want to speak first or do you feel that you spoke enough last time. Eric: This is your last chance. Michael: I did feel that was a really great idea. We do that as well. We used to railroad out of desperation and it was just distasteful so I respect that. Paula: That is the way we want to do in the future and you just happened to be the first one. Michael; Did you want me to speak to</p>

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	<p>something? Terry: I don't think so. Everybody else was here. I was the only one that was missing and I had talked to you and read your bio already. Terry: I motion to have Michael Burton join our board. Eric: I second. Paula: Any discussion or any questions for Mr. Burton from the board. Robert: No, he answered most of the questions last week. Helen: He was grilled quite a bit. Terry: Yeah, I would agree. When I typed the minutes I saw you did grill him. Paula: We will then close the discussion and move to a vote. All those in favor of adding Mr. Burton to the board please do so. All in favor. None opposed.</p> <p>Graduation Update: Brody Tate: The student graduation committee has taken it upon themselves to plan out the graduation ceremony itself and the senior class gift and the senior party. First off, we have gotten with Josten's and decided several things about invitations, the actual diploma. I don't have a real mock up so forgive this. On the inside of the diploma that is going to be presented, this will have our comment area and then the actual certificate. This is the certificate of completion and this is the diploma. Terry: The diploma always comes later in the mail? Paula: No, this is a different thing. Brody: If you pass the UBSCT you get the diploma. Carolyn: No. The certificate of completion is if they put in their time. The diploma is if they have passed the UBSCT or if they failed the UBSCT three times. That will be stamped with an embosser. Terry: So, they will actually get their diploma, their real one, that night? Right. Carolyn: We want caps and gowns back so we will exchange them. We have also found a commencement speaker for the ceremonies. His name is Curt Brinkman. He is a Boston Marathon World Record Holder. He is paralyzed and he has four gold medals in the para Olympics. Michael: He is a great speaker. Terry: Let me speak a little bit about that. He has graciously, usually he charges 5,500 dollars to speak. For schools he is doing it for only 1,000 for DaVinci and he is a phenomenal speaker. He was very excited. He loves your theme, Invictus. He new it very well. Brody: I don't know if you saw, but the graduation theme is also inside the thing I showed you. Terry: We do need to vote on the school paying the 1,000 dollars not out of the graduation budge though. That is something that I want to propose. Brody: On that note, the student graduation committee is also the head of the school store. We have about 500 dollars that we have earned after expenses. This is the profit. We would like to use that as a senior gift of a railing outside that we would like to replace the banner out there with a metal, polished one. Paula: Great, a lasting thing from our first graduating class. Brody: We would also like to use some of it to pay for programs for the graduation ceremonies themselves. We want nice, theater quality programs. Keepsakes. Paula: How is the atmosphere with the senior class? Are they excited? Brody: Senioritis? Paula: Yeah. What is the level of senioritis? You have prom coming up right? Brody: Yeah, we have prom coming up but that is student council. Terry: It is all, not just seniors right, it is everybody for prom, right. Carolyn T: Right. Brody: The senior party, that will be after graduation, here. We are looking for chaperones. It is all night long. Paula: We are going to lock it down right? Jessie: Yes. Eric: There will be someone here all night long to watch right? Carolyn: Yes. Brody: This is the class of 2007 so our theme is the 007 theme. We are going with that theme for the graduation party. Robert: So there is going to be karaoke? Terry: Did you decide how much time the key note speaker can have? Is 40 minutes okay? Carolyn: Yes, 40 minutes is fine. Paula: Is there anything you want from us as a board or anything else you need? Brody: Not that I know of right now. Thank you. Congratulations were all around. Terry: Motion to amend the agenda to add it to new business to vote on the fee for the graduation speaker to be not taken out of the graduation budget but out of the school's money. I so motion. Robert seconded it. Paula: Any questions, concerns or discussion? Helen: I think a thousand dollars is very doable from the financial standpoint. Paula: Any other questions or concerns? All right, all those in favor of</p>

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	<p>giving a thousand dollars for the senior class to have their speaker, raise your hand. All in favor, none opposed. Paula: All right, you have a thousand bucks. Adam: For the speaker. Terry will contact the speaker and ask when he needs it paid and any other questions he has.</p> <p><u>New Committee Structure:</u> I have already discussed this and have sent you out an e-mail. The philosophy behind the committee structure, is that we want to have a lot of, I like to put it as roll-your-sleeves-up-work-done to the committees. Instead of making long board meetings where we hash back and forth issues, concerns, and things, these things will be divided to oversight areas for these committees for the school. Now, the committee chairs will be a board member, but that chair will decide the makeup of the rest of that committee appropriate to that committee, but I encourage that the committees represent our community. Teachers, parents, students. Whoever you feel would be of benefit to your committee. You have that, flexibility to add whoever you think is appropriate to your committee. The committees do need to be open to the public according to the law. They need to be published so I would recommend that the committee just establish a regular schedule if you can and just publish it on our web site at least 24 hours in advance and you will need to have an agenda and minutes. Now, the minutes don't have to be as elaborate as Terry's, but they do have to reflect what you have discussed. These committees will work their issues, they will have oversight of these particular areas, but of course I think you all already know this but I will reiterate it for the record, they are not a decision-making entity. All decisions about policies must come to the board. So what you basically are is the people who will recommend what the board should do and save us the time of hashing it out. Plus, using the expertise that you have out in our community. We have parents that have a lot of background in various areas. We have teachers with expertise. We have other board members with expertise, so it is time to tap in to some of these wonderful minds and help them make our school better. So, that is the philosophy behind it. The committees will be comprised of: Strategic Planning which will be chaired by Eric Amsel and myself and Joe Oliva and the Executive Director will be required members. Then Eric will decide who else should be on there. Facilities, Finance and Operations will be chaired by Helen. I am also on that one and Alexis and Garen are required members. Curriculum and Instruction will be chaired by Adam. Helen and so is Jessie Kidd. Personnel and Policies is chaired by Terry with Robert Evans and the Executive Director will be required members of that one. Partnerships and Mentoring will be Iain and I put a question mark and I am not sure if I spent her name right, but our counselor would also be appropriate to be on that one, Adria Patternitti. I put a question mark because I am not going to require that, but I just think that would be a good idea. Public Relations and Marketing, Dan is going to be the chair for that and Eric and I are also on that. Then, PTSO relations is currently unfilled. I couldn't find a volunteer amongst you to fill that and I am not going to push that. Eric: We talked about having it the opposite direction. Paula: That was why I am getting to part two. I am not going to push this because we would like to have the PTSO rep come to our meetings and even be willing to put them on as a regular agenda item along with our ombudsman and have them just reflect the information. Helen: I think that there should be someone from there to be at every board meeting. Paula: I think so too. Terry: I think they have a new interim president. Paula: I can send a letter to the PTSO president asking if they would be willing to do that and we would make them a regular member of our agenda, in which case they are encouraged to come, they are not required, but encourage them that way, so as Eric pointed out, the arrow is really from their direction here rather than this direction there. Now, some of these are new committees. The personnel committee is new and it is required based on what we have seen that we need to do. The personnel and policies is big because you are also looking over all the policies, school policies, as well, and that is an area that we have all recognized is a weakness and you have your</p>

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	<p>work cut out for you there. So is curriculum. They are all big areas and some of them are combined. Facilities, finance and operations is going to be big as well. Michael: I am trying to figure out what PTSO stands for. Paula: Parent, teacher, student organization. Paula: I would love to put you on whatever committee you think your talents and your enthusiasm lies and your schedule. I have some ideas but. Michael: Can I think about it until the next meeting? Paula: By all means, take some time and mull it over. Figure out where you fit in best. I would like to get an approval of this structure and the philosophy behind this structure. Terry: I am motioning that we approve this structure and the philosophy behind it. Eric seconded it. Paula: Anybody else have questions or concerns about this? Any discussion? If you all like it we will stick with it. If there is no other discussion I will close the discussion and move to the vote. All those in favor. All in favor, none opposed. Now get to work.</p> <p><u>Approval of Confidentiality Policies:</u> Deferred to the next board meeting.</p> <p><u>Status on the Mural:</u> Dave Cullison: Introduced himself to the new board members. He then introduced Jeff from The Daily Rise. He has been a great part in all of this. In fact, he is the one who first secured the building for us and has also made a very big donation to cover what we did not get in other donations. I just wanted to bring him by for you to meet him. I was hoping Iain would be here, but I see he isn't. Terry: He had a meeting with the Mayor. Paula: He is on that planning committee for the city that conflicts with our meeting. Dave: Next Wednesday, the 28th at 2:00 PM, we are supposed to have the big kick off for this, if everything goes smoothly. They will have it installed and we are going to have a big sheet, gypsy looking thing that we are going to put together. We are going to hang it over and cover it and then on the 28th, which is next Wednesday at 2:00 we are going to drop the sheet. We are going to have the whole school go down there. We have the people who contributed money towards it, they are going to be there. Hopefully we are going to have a section of the street closed off, so that would definitely be of help. The media are going to be there. It is going to be a big event and hopefully you can all make it. We are walking the school down there. The nice thing about it is for one, our students did it, they made the mural. There is a track that they built on to the wall so that every year we can switch this mural out. We can make this an annual thing. We went to the Business After Hours and we met and greeted a bunch of people and we talked to all these people. That was great. There were a lot of people there who were excited. In fact, one of them, who is she Jeff? Jeff: It is the USS Shuttle, the bus they have going around to all of the hotels to take the skiers up. Dave: She looked at that and really is excited about us possibly designing the busses for them. Paula: I will connect you with Iain. Dave: The mural is 30 feet high. Jeff: It is actually going to be a community landmark. Eric: Can we advertise the school at this event? Dave: Sure. Terry: We can hand out the flyers. Dave: It will be in the Standard. They are going to be there. At first they gave me a little bit of grief. They said they thought we were promoting our school. They are on board, and hopefully we are trying, I had about 40 students today blog the Big Buda, the guy from Fox, to try and get him to come for that Cool School of the Week competition they are having. I had a bunch of students blog him. Terry: Will the mayor be there? Dave: We talked to him. Jeff: I am pretty sure that he is going to make it. Dave: He was really excited about it. We put the gondola on it. Jeff: The city was very supportive of it. Everybody. The mayor said we pay people hundreds of thousands of dollars to try to come up with something like this and the kids created it and so he is impressed and excited. Robert: You said we are taking the whole school, how are we taking them? Jessie: Walking. Dave: We are going to walk the whole school down there with all the teachers. Paula: It might be nice to give the kids a heads up so that some of them that have DaVinci t-shirts could wear them. Michael: Yeah, that would be excellent. Dave: The kids did an excellent job on this. They did really</p>

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	<p>well. It took about a semester's worth of work. It is really project based learning in action. Jeff: Then they also took the field trip down to Fusion Imaging. Dave: Right, they went to Fusion and met with the graphic artists and saw the offset printers, the whole thing. It involved about 20 arts students but it bled over from last semester to this one. With switching the mural out each year it will allow the new kids to do a different mural from different perspectives each year. Helen: It will be fun for them to try to outdo the ones before. Dave: I have lots of ideas. Paula: We have to make one other amendment to our agenda. As we talked about in our closed session that, unfortunately Michael, you don't know, I would like to make an addition to our agenda to discuss the new organizational structure and also a raise for our current interim director. Terry: I so motion. Eric: Second. Paula: All in favor of amending the agenda. All in favor, none opposed. Paula: What we have proposed, this is open for voting, is that we have an administrative structure that includes an Executive Director who will be the main person oversight of the day to day operations and administration of the school with emphasis on the business side of the school, who will report to the board, and then a Dean, who will also report to the board. So it is similar to the way the structure was before only slightly different. The Dean's emphasis will be on curriculum matters and student matters. Under the executive director will be the Business Manager and the Administrative Assistant. That is the proposal. Does anyone want to make a motion to accept that as our structure? So motioned by Adam. Eric seconded the motion. Paula: All those in favor of accepting that? All in favor. None opposed.</p> <p>The second amendment to the our agenda is to give Jessie a raise as Dean, and then she will also receive a bonus for any time that she has served as interim director as well above the position of Dean. That salary will be commensurate with that position. I would like to entertain a motion to accept that proposal. Eric: So motioned. Terry: Seconded. Paula: All in favor. All in favor, none opposed. Personnel people will redo the contract for Jessie as Dean.</p> <p>Paula: I would like a motion to close the meeting. Eric: So moved. Adam: Seconded. Paula: All in favor of closing the meeting? All in favor, none opposed.</p>
13	<u>Adjournment</u>

Action Items

Item No.	Open Date	Description	Assigned To	Target Date	Date Closed
AI-1	2-21-07	Send short bio to Terry for web site update	All Board	3-7-07 or sooner	
AI-2	2-21-07	Input to Paula for State of DaVinci address	All Board	3-1-07 or sooner	
AI-3	2-21-07	Get donations for Fund raiser and people to perform	All Board	4-1-07 or sooner	
AI-4	2-21-07	Notify Curt Brinkman that the board approved his fee and how long he will be speaking	Terry	3-1-07	2-23-07
AI-5	2-21-07	Forward Board University info to Michael and to Robert	Terry	3-1-07	2-22-07
AI-6	2-21-07	Personnel committee redo contract for Jessie for position of Dean	Terry, Chair	2-23-07	2-23-07

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Decision Log

Date	Decision/Description	Pass/Failed

Next Meeting Agenda Topics

Item No.	Subject	Presenter	Time
1.			
2.			
3.			
4.			
5.			
6.			
7.			

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- b) Providing notice to the Standard Examiner, the newspaper with general circulation within the geographic jurisdiction of the public body, or to a local media correspondent.
- c) Providing notice on the web site for DaVinci Academy, when operational.

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