



The da Vinci Institute Board of Directors Annual Meeting Proposed Minutes

Date August 30, 2018
Time 5:30 p.m.
Location da Vinci Primary
 559 Murphy Drive
 Jackson, MI

APPROVED

1. Call To Order: 5:43pm by President Doria LaPorte

2. Roll Call

<u>Position</u>	<u>Name</u>	<u>Present</u>	<u>Absent</u>
President	Doria LaPorte	X	
Vice President			
Treasurer	Mary Schussler		X
Secretary	Brian Drummond	X	
Director	Stephanie Morrell	X	
Director	Amy Sayles		X
Director	Eric Beda		X
Director	Myeshia Jones	X	
Administrator	Sandy Maxson	X	
Advisory Member	Antoine Breedlove		X
Advisory Member	Sabrina Corbin		X
Advisory Member	Elizabeth Knibloe		X
Advisory Member	Amanda Cole	X	
HS Asst. Principal	Kim Mead		X
Primary School Principal	Dave Averill	X	
Curriculum & Assessment Coordinator	Kristi Neelis	X	
Director of Downtown Center	Linda Miles	X	
Business Manager	Darci Francoeur		X
CMU Director of School Operations	Amy Van-Atten Densmore	X	
Board Liaison	Anne Sebesky	X	

3. Introduction of Guests: Sandy Maxson

- Teachers: Jake Howland, Kait Mashio, Lyndsay Volkman and Nicole Mordini

4. Public Comment: None

5. Approval of Meeting Minutes: June 28, 2018

Motion to Approve: Myeshia Jones

Support: Brian Drummond

Motion Carried: Ayes-4 Nays-0

6. Monthly Board Development Topic: Amy Van-Atten Densmore

- a. View/Discuss: Roles and Responsibilities (video and handout)

A copy of the meeting minutes are available for public inspection at the Academy, at the Academy Address listed above within 8 business days for proposed minutes and within 5 business days of approval for approved minutes.

The Academy shall comply with subtitle A of Title II of the Americans with Disabilities Act of 1990, Public Law 101-336, 42 USC § 12101 et seq or any successor law. Should you require specific accommodation(s) please contact Sandy Maxon at (517) 780-9980 prior to the meeting.

b. View/Discuss: Committee Structure (video and handout)

7. Strategic Growth Project

a. Review/Discuss/Vote:

Motion to Approve the submission of the Strategic Growth Project Application:
Brian Drummond
Support: Stephanie Morrell
Motion Carried: Ayes-4 Nays-0

8. Committee Designation Resolution

a. Review/Discuss/Vote

- i. Governance Committee-Amy Sayles/Stephanie Morrell
- ii. Academic Committee-Doria LaPorte/Brian Drummond/Eric Beda
- iii. Finance Committee-Mary Schuessler/Myeshia Jones/Darci Francoeur

Motion to Accept Committee Designation Resolution: Myeshia Jones
Support: Stephanie Morrell
Motion Carried: Ayes-4 Nays-0

9. Treasurer's Report: No report. Mary Schuessler not present.

10. Policy Review

a. Review/Discuss/Vote: Spring 2018 Board Policy Update

Motion to Accept Spring Updates: Stephanie Morrell
Support: Brian Drummond
Motion Carried: Ayes-4 Nays-0

11. Old Business: None

12. New Business

a. Meeting Agenda/Feedback/Input

- Discussed having 1 hour meeting time limit, no longer serving dinner, clarify board member expectations and finding a better form of communication regarding meeting invites and documents.

b. Annual Meeting Agenda Items

- i. Revised Calendar of Regularly Scheduled Meetings
- ii. Election of Officers:
President: Doria LaPorte
Vice President: Brian Drummond
Treasurer: Mary Schuessler
Secretary: Myeshia Jones
Director: Amy Sayles
Director: Eric Beda
Director: Stephanie Morrell

Motion to Approve the Election of Officers to their respective positions:
Stephanie Morrell

Support: Brian Drummond

Motion Carried: Ayes-4 Nays-0

iii. Board Corresponding Agent: Anne Sebesky

- iv. McKinney-Vento Homeless Liaison Designation: Jennessa Cole
 - v. Chief Administrative Officer: Sandy Maxson
 - vi. Title IX Representative: Jennessa Cole
 - vii. Designation of Legal Counsel: JCISD
Motion to Approve Resolutions iii.-vii.: Myeshia Jones
Support: Stephanie Morrell
Motion Carried: Ayes-4 Nays-0
 - viii. Designated Signatory: Flagstar
Motion to Approve Designated Signatory Resolution: Stephanie Morrell
Support: Brian Drummond
Motion Carried: Ayes-4 Nays-0
 - ix. Account Designation: Flagstar
Motion to Approve Account Designation Resolution: Stephanie Morrell
Support: Myeshia Jones
Motion Carried: Ayes-4 Nays-0
 - x. Local Newspaper: Brooklyn Exponent
 - xi. Designation of Independent Audit Firm: Willis & Jurasek
 - xii. Freedom of Information Act Coordinator: Anne Sebesky
 - xiii. Office of Civil Rights Representative: Doria LaPorte
Motion to Approve Resolutions x.-xiii: Brian Drummond
Support: Stephanie Morrell
Motion Carried: Ayes-4 Nays-0
- c. Home School Partnership

13. Administrator Report(s):

- Sandy updated the board about the recent completion of updates at the high school and the upcoming expense of the roof repair.
- Primary School Principal, Dave Averill, discussed the success of positive behavior intervention techniques being used by the staff, and overall staff recognition that he has implemented.

14. Extended Public Comment:

- Teachers, Lindsay and Kait, discussed the recent growth mindset training they attended and how well the students are responding since they began using the techniques.

15. Other Business

a. CMU Update

- Amy Van-Atten Densmore discussed Front and Center, the 2018 Annual Conference being held in Novi on Oct. 4th, and CMU and You Day on Sept. 22.

16. Adjournment: 7:28pm

Motion to Approve: Brian Drummond
Support: Stephanie Morrell
Motion Carried: Ayes-4 Nays-0

Next Meeting: September 27th, 2018 at da Vinci Downtown Center, 134 W. Cortland

Minutes Certification

Proposed Minutes respectfully submitted by:

Anne Sebesky
Anne Sebesky, Corresponding Agent

9-10-18
Date

Brian Drummond
~~Myeshia Jones, Secretary~~
Brian Drummond, vice Pres.

9-27-18
Date