

## 2017 DASA BOD Retreat/ September Board Meeting Agenda and notes.

| Start time | Topic (underlined items correspond with documents in board retreat folder).                                                                                                                                                                                                                          | Led by:                    |
|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| 3:00       | Introductions (15 min). Name, years on board, current career/interests, something interesting you did this summer.                                                                                                                                                                                   | Tim                        |
| 3:15       | Review of <u>Mission and Vision</u> (5 min)                                                                                                                                                                                                                                                          | Tim                        |
| 3:20       | How does <u>school improvement plan</u> relate to mission and vision? (15 min)                                                                                                                                                                                                                       | Fred                       |
| 3:35       | As a board, what worked/what didn't in the past? (15 min)*                                                                                                                                                                                                                                           | Tim leads.                 |
| 3:50       | Board Training: What training is required and what training is desired (10 min)                                                                                                                                                                                                                      | Fred                       |
| 4:00       | Brief review of overall committee structure and board member responsibilities as they relate to committee (5 min)                                                                                                                                                                                    | Tim                        |
| 4:05       | <i>BOD Committee reports- one member of committee gives a report on that committee's goals/responsibilities and work of the past year. Then the Board works on/ approves charges for that committee for the year.</i>                                                                                |                            |
|            | <b>POLICY AND GOVERNANCE COMMITTEE:</b> Ensure that board policy is up to date and being followed. Meets when necessary. (15 min)                                                                                                                                                                    | Kevin, Russell             |
| 4:20       | <b>EXECUTIVE COMMITTEE:</b> Meet with Executive Administrator to measure school progress. Meets the Thursday before the first Wednesday of the month at 6 pm to set agenda for board meetings (5 min)                                                                                                | Tim, Russell, Trish, Kevin |
| 4:25       | <b>10 minute break</b>                                                                                                                                                                                                                                                                               |                            |
| 4:35       | <b>FINANCE COMMITTEE:</b> Responsible for financial oversight for school. Meets the last Tuesday of the month at 3:45 pm in the board room. Briefly discuss our financial health, challenges, and opportunities. Is there specific information that the Board wants that it is not getting? (15 min) | Trish, Roger               |
| 4:50       | <b>STRATEGIC PLANNING COMMITTEE:</b> Responsible for creating strategic plans to meet DaVinci Academy's mission and vision. (15 min)                                                                                                                                                                 | Leah                       |

|             |                                                                                                                                                 |     |
|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| 5:05        | <b>Refinance Committee (sunset:) (5 min)</b>                                                                                                    | Tim |
| 5:10        | <b>School committees. Brief summary of each (10 min total)</b>                                                                                  | Tim |
| <b>5:20</b> | <b>Committee assignments for 2017/2018 academic year (10 min)</b>                                                                               | Tim |
| <b>5:30</b> | Plan for Meetings throughout year. What additional items do we want to put on calendar throughout year (15 min plus a few minutes buffer time:) | Tim |
| <b>5:45</b> | Closed meeting                                                                                                                                  |     |
| <b>6:00</b> | Adjourn and walk to Sonora Grill for dinner:)                                                                                                   |     |

Talk to Amy off-line since she won't be able to attend. What committees she wants to be on?  
Please invite Roger

Logistics:

Jesslynn will arrange for room and some refreshments during the meeting.

Jesslynn won't be able to attend so make sure we have a plan for recording decisions and discussion.

- **CURRICULUM COMMITTEE:** Ensure academic policy is aligned with the mission and strategic goals of the school. Oversee adaptation of the project based learning and professional development. Meets the third Monday of the month at 3:30 in the board room (Fred, K)
- **FACILITY AND SAFETY COMMITTEE:** Responsible for all facility needs and resolve safety concerns related to the operation of the school. Meets the third Tuesday of the month at 3:30 in the library at big DaVinci.
- **LAND TRUST COUNCIL:** Responsible for the annual creation of land trust plan and monitoring of land trust Funds. Meets the third Wednesday of the month at 3:45 (Elected Rep. Audrey Wise)
- **MARKETING COMMITTEE:** Responsible for marketing, public relations, internship programs and fund raising programs. Meets the third Thursday of the month at 3:30 in the board room. (Fred, staff, and parents)
- **TITLE I COMMITTEE:** Responsible for school-wide title I plan along with creation of school compact. Meets third Friday of the month at 3:30 in the main office at big DaVinci. (Parent Rep Victoria Foote)
- **TECHNOLOGY COMMITTEE:** Responsible for updating our technology plan and measuring our progress towards technology goals.Meets the every Tuesday at 12:30. (Russell, Garen)
- **WELLNESS COMMITTEE:** reviews and assesses school nutrition. Meets the fourth Friday of each month at 3:45 in the board room

- **PTSO (Parent Teacher Student Organization):** Responsible for coordinating school fundraisers and community events for DaVinci Academy. Meets the last Thursday of every month at Middle Davinci at 7:00 pm. (President Jayde Brown)
- **FACULTY CAUCUS COMMITTEE:** Responsible for deciding what teacher issues should be heard by board . Meets when necessary. (Paul)