



7-19-2001

Minutes Executive Committee Meeting: July 19, 2001

The DaVinci Institute

Abstract

The Executive Committee of the Da Vinci Institute met Thursday, July 19, 2001 9:00-12:30 pm at the Kirkpatrick Foundation.

Follow this and additional works at: <https://dc.swosu.edu/davmins>



Part of the [Education Commons](#)

Recommended Citation

The DaVinci Institute, "Minutes Executive Committee Meeting: July 19, 2001" (2001). *Minutes and Agendas*. 13.
<https://dc.swosu.edu/davmins/13>

This Minutes is brought to you for free and open access by the The DaVinci Institute at SWOSU Digital Commons. It has been accepted for inclusion in Minutes and Agendas by an authorized administrator of SWOSU Digital Commons. An ADA compliant document is available upon request. For more information, please contact phillip.fitzsimmons@swosu.edu.

**The Da Vinci Institute
Executive Committee
July 19, 2001
Minutes**

The Executive Committee of the Da Vinci Institute met Thursday, July 19, 2001 9:00-12:30 pm at the Kirkpatrick Foundation. Those in attendance were: Mark Parker, O.C.U.; Linda Tiller, O.U.; Bob Palmer, U.C.O.; Manuel Prestamo, O.C.C.C. Executive Committee members not in attendance were: Jeanie Webb, Rose State; Smith Holt, O.S.U.; Marvin Lamb, O.U.; Vickie Patterson, Rose State; Ben Bates, Langston. Advisory representatives in attendance were Susan McCalmont, Kirkpatrick Foundation; Teresa Brekke, Kirkpatrick Foundation.

Mark Parker called the meeting to order.

501©(3). Susan McCalmont reported that we have received the letter from the IRS confirming that the 501©(3) application is in process and should be completed within 60 days. No problems or delays are anticipated.

Financial Statement. Linda Tiller presented the financial statement comprehensive for the period ending July 18, 2001. Income was \$136,302.96. Total expenses were \$11,628.73 with \$3,478 utilized for start up expenses and the remaining \$7,251.15 for the Connections/A+ Project. The current balance is \$124,674.23. Additional expenses are anticipated for travel for Vincent Marron and for the Oklahoma delegation attending the A+ Summer Institute in North Carolina. Linda also reported that the web site account balance, which is separate from the financial statement, is \$5,361.53.

Part-time Staff and Office Space. Mark Parker reported that an administrative assistant was needed as opposed to an executive director at this time. As the institute grows and responsibilities increase, an executive director will be added at a later time. The administrative assistant may move into this position or if that is not desirable, we will have the option to consider others. The current need calls for approximately ten hours a week. The administrative assistant will organize meetings, take minutes, schedule key-note speakers, manage the web site, mail brochures, and maintain good communication with members and prospective members. Temporary office space with access to phone, fax, and copy machine is available at the Kirkpatrick Foundation. However, there is no computer available. It was decided that this option was the most reasonable until the position becomes more clearly defined. The Kirkpatrick Foundation will propose seed monies to be made available to help fund this position in addition to dollars for quarterly lectures and the development of shared resources amongst the participating institutions. Application for funding will be made in time for the August 15 deadline. This grant will be funneled through the OU Foundation until the final IRS approval is received for the DaVinci 501©(3). A salary of \$12 per hour was agreed upon for the administrative assistant position. Susan and Mark will interview the candidates and make the final selection. Candidate recommendations from the committee are encouraged.

Education Committee. Susan McCalmont reported that things are moving quickly with the Connections Oklahoma A+ project. Many individuals have pulled together to complete the research and evaluation of models resulting in the ultimate selection of the North Carolina model. Over the last six years, the A+ Schools program in North Carolina has demonstrated successful education reform. The Windgate Foundation in Arkansas has also lent support to the Oklahoma project with a \$70,000 grant to help with the pilot making this a three-state collaboration (OK, NC, ARK). The Barthelmes Foundation of Tulsa has also pledged financial support for the A+

program. The Noble Foundation and the Sarkey's Foundation have expressed interest and support as well. An application has been submitted to the U.S. Department of Education for a significant grant to help support the effort. Should we receive this grant, which could be as much as 850K, it will cover most of the up front costs but not the fees for the participating schools. We should receive notification on the grant in mid to late August. Twenty schools will participate in the initial pilot. A group of 14 Oklahoma teachers and principals will attend the A+ Schools Summer Institute in North Carolina next week to participate in the sessions in preparation for implementation of the program in Oklahoma. This group will also participate in several one-day institutes during the 2001-2002 school year. In summer of 2002, this group will conduct the first Oklahoma A+ Summer Institute. The Oklahoma Faculty will shadow the North Carolina faculty throughout the next year and continue to stay in contact during the implementation of the pilot. The Oklahoma A+ project will not be a "cookie cutter" of the North Carolina program. Oklahoma A+ Connections will be specifically tailored to suit the needs of Oklahoma. Because Oklahoma does not certify in the areas of dance and drama, there will be challenges in the delivery of these subjects. The next step in this process is to notify superintendents of the application process for the pilot schools. A state superintendents conference is scheduled for 8/26 and 8/27. Although the agenda is quite full, we will attempt to find an opportunity to talk with them. If this is unsuccessful, we will plan our own meeting with the superintendents to announce the pilot project. Applications will be due in October and final selection in December. Oklahoma City and Tulsa schools will be represented in the pilot but participation from other areas of the state is also very important. Regarding the A+ Project Director and Project Coordinator, UCO has agreed to provide the office space along with the salary and benefits. The search committee is in the process of evaluating 30+ candidates and plans to have the director position filled by September. In an effort to garner political support for A+ Oklahoma, the "Stroud Group" will meet August 8 to create an agenda with unified objectives. This collective agenda will ultimately be presented to Governor and Mrs. Keating and possibly Sandy Garrett.

Campus Programming. Manuel Prestamo reported that the programming committee would gear up after school starts. This year will be spent exploring opportunities and resources and planning for collaborations in 2002-2003. This process will allow time to sort out interests including master classes and performances. Many combinations are possible.

Public Awareness. Teresa Brekke presented the Da Vinci logo, stationery, and brochure artwork. The lack of consistency regarding the usage of upper and lower case for Da Vinci caused some confusion and questions. This will be discussed further with Shirley Morrow. It was also mentioned that partnering institutions should be listed somewhere. It was suggested that an insert could be the solution to this problem. Copy has been submitted for the brochure. We can expect to have the letterhead by mid-August and the brochure by September 1. There were also questions about the bid not matching the invoices. Clarification is needed to determine what exactly was included in the letterhead bid and what was added on. Susan will discuss this with Shirley Morrow. Although the total cost was higher than expected, Bob Palmer indicated that the work is high quality and probably worth the added expense.

Next Meeting. The next meeting will be held in September. A date has yet to be determined.

The Executive Committee Meeting was followed by a planning meeting which included a review and update of the strategic plan.