DASA Governing Board Minutes
June 18, 2025
5:30 PM-7:00 PM
Boardroom- Room 209 (Northeast Entrance of Big DaVinci)
Zoom Link for board meeting

Attendees/Invitees			
	Alex Crowley, President/ Parent Member		Sally Shigley, Community Member
	Holly Okuhara/Vice Chair/Parent Member		Gail Niklason, Community Member
	Alison Workman, Treasurer/ Parent Member		Oscar Mata, Community Member
	Rachael Ward, Parent Member		Charlie Ewert, Secretary/Community Member
	Ryan Wagner/Parent Member		
	Thomas Gooch/Parent Member		Fred Donaldson, EA
			Casey Holmes, Business Manager
	Paul Goggi and Mattison Whitlock, Faculty Representatives		Student-Body President –Student Body President

*Not in attendance

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AGENDA TOPICS

1.	Welcome Guests		5 Min
2	Public Comment		5 Min
3.	Student Report ●	Student Gov't	5 Min
4.	Review and approve April 17, 2025 Proposed Board Minutes Gail motioned to approve April 17, 2025 Board Minutes. Holly second. No discussion. Approve unanimously.	Charlie Ewert	5 Min
5.	Review FY25 Budget Financial Duties ● Budget Summary ● Budget Detail ● FY25 Budget Approval ● FY26 Projected Budget Gail motioned to make FY25 forecast budget the FY25 end-of-year budget. Holly second. Discussion around adding a $200,000 contingency line item for purchase of transportation vans. Motion passed unanimously. Holly motioned to approve the FY26 budget as proposed. Ryan Second. No discussion. FY26	Alison Workman	5 Min

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	budget was approved unanimously.		
6.	Policy Approvals/Updates • 2025 Counselor Report • CIPA Review and Training • TSSA Framework • TSSA Goals Gail motioned to approve the 2025 Counselor Report. Holly second. No discussion. Motion passed unanimously. Gail motioned to approve the CIPA Review and Training Policy. Holly second. Ryan asked if we had an IT Director that handled all of these review. Fred explained that we have an IT consultant (Pine Cove IT Consulting) who helps with these issues but we do have Tier I and II IT support at DaVinci. No further discussion. Motion passed unanimously. Gail motioned to approve TSSA FY26 goals and Framework. Holly second. No discussion. Motion passed unanimously.	Simon	5 Min
7.	DASA 5-Year Plan Work Group • Update from committee–plan with notes Board discussed Area 1 and that it needs some work. There has been a collaborative effort	Holly	5 Min

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	between teachers and administration refine this area along with others. The goal is to have this strategic plan approved by the end of August. Quarterly updates from Naomi and Simon will keep the board informed of progress made towards these goals. Surveys will be used to measure progress.		
8.	Closed Meeting Per State Code 52-4-205 Listed reasons under State Code ● Discuss proposed development agreement *To enter closed meeting procedures ● Roll call–state name and vote to enter a closed meeting or vote not to enter closed meeting–note this on minutes ● Two thirds of board members present vote to approve to enter closed meeting ● A closed meeting may be closed by a majority of members present Board Members who voted to go into a closed meeting: Gail yes, Ali yes, Holly Yes, Ryan yes, Alex yes. Recording is protected in the Google June 18, 2025 board folder.	Fred	30 Min
9.	Good Times: Elementary: Flex: Secondary:	Mattison, Paul, Katie	
10.	Training – Board Training Link (done before	As Needed	10 Min

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	Sept. 1) BOY Board Member Training: **Board Governance** ☐ **Board Checklist** ☐ **Charter** ☐ **Bylaws** ☐ **Board Policy** ☐ **Communication Chart** ☐ **Employee Management** ☐ **School Vision and Goals** ☐ **Executive Admin Expectations** Board organization: ☐ The Google Board Folder, website, and calendar ☐ emails ☐ UCAP ☐ Background checks **Board Calendaring:** ☐ Board Calendar Reviewed and approved each August Required trainings: ☐ August ethics training--Annual board commitment to abide by ethical behavior ☐ Open and Public Meeting Training ☐ Land trust Training ○ Video--Land Trust Responsibilities- ○ Video--Data-driven decisions ○ handouts-- ■ Local Board Guidelines		

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	▪ Appropriate Expenditures ☐ Fraud Training ☐ Audit Training ☐ Committee Training Finance Training: ☐ Financial PowerPoint–State Created ☐ Budget Review ☐ Budget Detail Video Finance Policies and Processes: ☐ Cash handling process at the schools ☐ finance committee ☐ Restricted funds and tracking ☐ School fees and tracking and policy and calendar ☐ Financial, Debt, Risk Management, and Disclosure Policy ☐ Financial Policy and Procedures ☐ Procurement Policy ☐ Fraud hotline and define fraud Third Party Vendor Policy and Process: ☐ Vendor Policy and Contracts and Vendor Training and Checklist Please sign these forms by clicking on here:		

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	❏ Acceptable Use Form ❏ Code of Conduct ❏ Confidentiality Agreement Form		

Item# Subject

Decision Log

Decision/Description	Pass/Fail

Next Meeting Agenda Topics

ITEM	Subject	Presenter
1.	Background checks done and board training	All need to do it before next meeting
2.		
3.		
4.		

PUBLIC INFORMATION:

In compliance with the Utah Open and Public Meetings Act, not less than 24 hours' public notice of the agenda, date, time and place of each of its meetings will be given by:

a) Posting written notice at the principal office, or at the building where the meeting is to be held;

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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.

In compliance with the Americans with Disabilities Act, persons needing assistance or auxiliary services for these meetings should call the DASA office giving at least three working days' notice.