

DASA Governing Board Minutes
January 16, 2025
5:30 PM-7:00 PM
Boardroom (Gym Side 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 None		5 Min
3.	Student Report None	Student Gov't	5 Min
4.	Review and approve <u>Dec. 19, 2024 Proposed Board Minutes</u> Board Minutes Holly Okuhara motioned to approve the December 19, 2024 Board Minutes. Alison Workman second. Passed unanimously.	Charlie Ewert	5 Min
5.	Review FY25 Budget Financial Duties • <u>Budget Summary</u> • <u>Budget Detail</u> Budget Summary- everything is still tracking based on predictions—interest on investments going up more than we budgeted. Property is a little high based on equipment purchased at the start of the year. Big jump in cash balances because we finally were reimbursed for Federal ESSER funds. Request for finance committee for next meeting to update target for metrics. PUT ON AGENDA FOR FEBRUARY.	Alison Workman	5 Min

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6.	Policy Approvals/Updates ☐ School Fee Policy Ryan Wagner motioned to approve School Fee Policy updates, Gail Niklason second. Discussion–Ryan asked if we can red-line changes so it is easier to see what has been updated. Fred said he would get that done next time. The Board reviewed school fee changes. Motion passed unanimously.	Naomi	5 Min
7.	DASA 5-Year Plan Work Group Board will set up a DASA work group sub-committee in February. The goal is to have this new plan finalized by September.	Naomi	15 Min
8.	State Board Updates • State Board Jan Meeting Minutes • State Charter Board Meeting Minutes	Naomi	2 Min
9.	Closed Meeting Per State Code 52-4-205 Listed reasons under State Code • Discuss proposed development agreement • Executive Administrator Evaluation *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	Alex	20 Min

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	• 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 Role call issued to go into closed meeting: Ryan Wagner–Yes Holly Okuhara–Yes Alison Workman–Yes Charlie Ewert–Yes Alexander Crowley–Yes Gail Niklason–Yes Entered Closed Meeting. 6:15 pm re--opened the public meeting. Charlie motioned for the board to create an EA hiring committee. Gail second. Board discussed that the committee will screen and interview candidates. The committee will then recommend 2 best choices to the entire board in the February Board meeting. Goal is to have selected an EA replacement by March. Motion passed unanimously. Ryan motioned to allow Fred to engage Lotus Developers to negotiate deal on parking spaces. Holly Second. Motion passed unanimously.		
10.	Good Times: Secondary: Math progress	Mattison, Paul, Katie	

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	Flex– Elementary		
	Training – Board Training Link (done before 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	As Needed	10 Min

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	<u>behavior</u> ☐ <u>Open and Public Meeting Training</u> ☐ Land trust Training - o <u>Video--Land Trust Responsibilities-</u> - o <u>Video--Data-driven decisions</u> - o handouts-- ■ <u>Local Board Guidelines</u> ■ <u>Appropriate Expenditures</u> ☐ <u>Fraud Training</u> ☐ <u>Audit Training</u> ☐ <u>Committee Training</u> Finance Training: ☐ <u>Financial PowerPoint</u>–State Created ☐ <u>Budget Review</u> ☐ <u>Budget Detail Video</u> Finance Policies and Processes: ☐ <u>Cash handling process at the schools</u> ☐ <u>finance committee</u> ☐ <u>Restricted funds and tracking</u> ☐ <u>School fees and tracking and policy and calendar</u> ☐ <u>Financial, Debt, Risk Management, and Disclosure Policy</u> ☐ <u>Financial Policy and Procedures</u> ☐ <u>Procurement Policy</u>		
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	☐ 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: ☐ Acceptable Use Form ☐ Code of Conduct ☐ Confidentiality Agreement Form		
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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.		

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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;
- 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.