

DASA Governing Board Minutes
April 17, 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 We had two students working on their Boy Scout Merit Badge attend the meeting.		5 Min
3.	Student Report	Student Gov't	5 Min
4.	Review and approve March 20, 2025 Proposed Board Minutes Holly motion to approve March 20, 2025 Proposed Board Minutes. Alison second. Passed unanimously.	Charlie Ewert	5 Min
5.	Review FY25 Budget Financial Duties • Budget Summary • Budget Detail • Audit Committee Meeting after Board meeting Budget numbers are aligned with projected numbers. Board Audit Committee met after board meeting.	Alison Workman	5 Min
6.	Fraud Risk Assessment	Casey	5 Min

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	Last Year's Score Current Year Score Fraud Risk Assessment looks good.		
7.	Library List Recommendation English books teacher recommendation Alison motioned to approve library list and English books per teacher recommendation. Holly second. No discussion. Five affirmatives and one nay (Thomas Gooch).	Fred	2 Min
8.	Policy Approvals/Updates Discussion of needed policy updates	Simon	5 Min
9.	DASA 5-Year Plan Work Group Update from committee–plan with notes Next step is to send a survey to a focus group of teachers to get feedback. The committee will have a final draft by the end of this school year. August 21st- board will look at it and approve 5 year plan.	Holly	5 Min
10.	Good Times: Secondary: Sterling Scholar Finalists we have 3	Mattison, Paul, Katie	
	Training – Board Training Link (done before Sept. 1) BOY	As Needed	10 Min

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	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 ■ Appropriate Expenditures		
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- ☐ [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:

- ☐ [Acceptable Use Form](#)

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	☐ <u>Code of Conduct</u> ☐ <u>Confidentiality Agreement Form</u>		
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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.		
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;
- b) Providing notice to the Standard Examiner, the newspaper with general circulation within the

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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.