

DASA Governing Board Minutes
February 20, 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

DASA Governing Board Minutes
February 20, 2025
5:30 PM-7:00 PM
Boardroom (Gym Side of Big DaVinci)
[Zoom Link for board meeting](#)

AGENDA TOPICS

1.	Welcome Guests		5 Min
2	Public Comment		5 Min
3.	Student Report	Student Gov't	5 Min
4.	Review and approve Jan. 16, 2025 Proposed Board Minutes Sally motioned to approve Jan. 16, 2025 Minutes. Holly second. No Discussion. Minutes approved unanimously.	Charlie Ewert	5 Min
5.	Review FY25 Budget Financial Duties • Budget Summary • Budget Detail Overall trend data is looking good. Discussion about debt-ratio numbers and listing what is current debt is on the finance sheet. Discussion on updating financial metrics for the next board meeting.	Alison Workman	5 Min
6.	Library List Recommendation Sunrise on the reaping is currently on the list to be published. Holly motioned to approve the	Fred	2 Min

DASA Governing Board Minutes
February 20, 2025
5:30 PM-7:00 PM
Boardroom (Gym Side of Big DaVinci)
[Zoom Link for board meeting](#)

	library list except Sunrise on the Reaping until it is published and then have it come back to the board for approval. Thomas second. Fred asked if the Curriculum Committee could approve it once published if it does not violate any Utah Laws. Alex tabled the first motion and asked for a motion on Fred's comment. Charlie motioned to have the Curriculum Committee approve the Library List, except Sunrise on the Reaping and to allow the Curriculum Committee to approve Sunrise on the Reaping once published if it is in compliance with Utah Law. Oscar second. Passed unanimously.		
6.	Policy Approvals/Updates ☐ <u>Faculty and Staff Disciplinary Action Policy</u> Faculty and staff disciplinary action- wanted to have a consistent policy across the buildings Discussion who HR is in the policy? Fred explained that it is him currently. Alex asked if Fred could look at some HR companies. Thomas motioned to approve updates to the policy as written pending the change from CEO to EA. Sally second. Passed Unanimously. ☐ <u>Time and Effort Policy</u>	Fred	5 Min

DASA Governing Board Minutes
February 20, 2025
5:30 PM-7:00 PM
Boardroom (Gym Side of Big DaVinci)
[Zoom Link for board meeting](#)

	Time and effort policy- recently audited by Title I. The Audit required DaVinci to create a Time and Effort Policy. Sally motioned to approve. Thomas second. Passed Unanimously. ☐ <u>Safe School Policy Updates</u> Safe school policy updates-Ensured specific language was in this policy such as corporal punishment or Emergency safety interventions (ESI) etc. This Policy is now easier to follow and more clear.Capitalize DaVinci Academy and change CEO to EA. Sally motioned to approve pending the grammatical changes. Thomas second. Passed Unanimously. ☐ <u>Curriculum Policy Updates</u> Need to updated the Curriculum Policy to reflect changes in non-davinci programs like OTECH ● Changed 360 hours to 12 credits Sally motioned to approve. Holly second. Passed unanimously. ☐ <u>Review School Fees 1st Review</u>		
--	---	--	--

DASA Governing Board Minutes
February 20, 2025
5:30 PM-7:00 PM
Boardroom (Gym Side of Big DaVinci)
[Zoom Link for board meeting](#)

	School Fees: this is the 1st review of DaVinci Academy school fees for FY26. Lorie and Simon went through and updated the fees according to the new changes in the Utah School Fee law. Instructional Supplies are perishables such as paint, glue sticks, clay etc.. Whereas instructional equipment is something they take with them after the course is completed like PE shirts. Maintenance of school equipment would be computers or other school equipment that needs to be replaced based on a scheduled time frame like 5 years. The school just has to apply the formula for students to be charged a fee for maintenance of school equipment. Each fee has to have a spend plan that shows why and where the fees are being used. No motion needed. ☐ <u>Board Policy</u> Board Policy: This policy outlines some key responsibilities for board members and lays the foundation for future orientation of new board members. Thomas motioned to approve the policy, Holly second. Passed unanimously		
--	---	--	--

DASA Governing Board Minutes
February 20, 2025
5:30 PM-7:00 PM
Boardroom (Gym Side of Big DaVinci)
[Zoom Link for board meeting](#)

7.	<u>DASA 5-Year Plan Work Group</u> Update the blackbox–skydeck and sound Pushed to next meeting.	Alex	15 Min
8.	State Legislative Updates Pushed to next meeting	Fred	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 - 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 Back in Public Meeting: Sally motioned to allow the board president to offer the EA job to the top candidate. Oscar second. Passed unanimously.	Alex	20 Min
10.	Good Times: Secondary: <u>Math progress on ACT DTL Goal</u> Flex–Super Successful Open Houses - Hundreds of	Mattison, Paul, Katie	

DASA Governing Board Minutes
February 20, 2025
5:30 PM-7:00 PM
Boardroom (Gym Side of Big DaVinci)
[Zoom Link for board meeting](#)

	current and prospective students/families attended! Great return rate for next year and lots of elevated interest in the community for new students. • Campus Tours are FULL! - Our tours for the rest of the school year are all FULL! We have added additional tours to accommodate the level of interest. • Field Trip this Friday to Discovery Gateway Children's Museum. • Our Second Trimester will wrap up 2/28! We will be awarding attendance certificates the first week of March to all students with over 80% attendance. 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	As Needed	10 Min

DASA Governing Board Minutes
February 20, 2025
5:30 PM-7:00 PM
Boardroom (Gym Side of Big DaVinci)
[Zoom Link for board meeting](#)

	☐ 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 ☐ Fraud Training ☐ Audit Training ☐ Committee Training Finance Training: ☐ Financial PowerPoint--State Created ☐ Budget Review ☐ Budget Detail Video		
--	--	--	--

DASA Governing Board Minutes
February 20, 2025
5:30 PM-7:00 PM
Boardroom (Gym Side of Big DaVinci)
[Zoom Link for board meeting](#)

	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> ☐ <u>Fraud hotline and define fraud</u> Third Party Vendor Policy and Process: ☐ <u>Vendor Policy</u> and <u>Contracts</u> and <u>Vendor Training</u> and <u>Checklist</u> Please sign these forms by clicking on here: ☐ <u>Acceptable Use Form</u> ☐ <u>Code of Conduct</u> ☐ <u>Confidentiality Agreement Form</u>		
--	---	--	--

Item# Subject

Decision Log

Decision/Description	Pass/Fail
----------------------	-----------

DASA Governing Board Minutes
February 20, 2025
5:30 PM-7:00 PM
Boardroom (Gym Side of Big DaVinci)
[Zoom Link for board meeting](#)

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 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.