

DaVinci Academy of Science & the Arts

2033 Grant Ave., Ogden, UT 84401

801-409-0700 / www.davinciacademy.org

Board meetings will be in the bandroom

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DASA Governing Board Minutes

Jan 10, 2022

5:00 PM-7:00 PM

215 22nd Street, Ogden

[Zoom Link for board meeting](#)

Attendees/Invitees			
	Leah Murray, President/ Parent Member		Jennifer Bodine/Parent Member
	Patricia Olsen, Treasurer/ Community Member		Juston Rindlesbach/Parent Member
	Sally Shigley, Vice President/Parent Member		Fred Donaldson, EA
	Charlie Ewert, Secretary/Parent Member		Casey Holmes, Business Manager
	Paul Goggi and Mattison Shutt, Faculty Representatives		Student President: Hannah Shigley
	Chris Crockett, Community Member		
	Rachael Pust, Parent Member		
	Sarah Steimel. Parent Member		

*Not in attendance

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Welcome Guests	Leah Murray	5 Min
Public Comment		5 Min
Student Government Report	Rose and Hannah	5 Min
Review and approve Dec. 13, 2021 Board Minutes	Charlie Ewert	5 min
COVID-19 Discussion and Plan <ul style="list-style-type: none"> ● Numbers and discussion <ul style="list-style-type: none"> ○ 10 cases in secondary ○ 2 cases in elementary ○ 0 cases in distance 	Fred Donaldson	5 min
Board Governance: <ul style="list-style-type: none"> ● Updated Charter ● Employee Management <ul style="list-style-type: none"> ○ School Vision and Goals ○ EA Progress on Goals Board Training: <ul style="list-style-type: none"> ● Board Audit Committee 	Leah	
Long-term planning-- <ul style="list-style-type: none"> ● 5-year IT Plan or resource management ● Construction Plan for Middle ● Facility Management Plan ● Portrait of Davinci Graduate–5-year Academic Plan ● 5-year Teacher Recruitment and Retention Plan ● Marketing Plan ● Parent Involvement Plan ● Business and Financial Management Plan 	Fred	15 min

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<p>Policy updates--Information only</p> <ul style="list-style-type: none"> ● None 	<p>Fred</p>	<p>5 min</p>
<p>Financial Budgets</p> <ul style="list-style-type: none"> ● Budget Summary ● Budget Detail ● Finance committee notes <ul style="list-style-type: none"> ○ Jan 7, 2022 Committee Finance notes ● Audit committee--formation and needs to meet after board meetings ● composition <ul style="list-style-type: none"> ○ 3 board members=committee members ○ everyone else is invited guests ● Annual audits <ul style="list-style-type: none"> ○ Financial Statement Audit – otherwise known as the Comprehensive Annual Financial Report or CAFR Audit ○ 2. Single Audit – a federal compliance audit ○ 3. State Compliance Audit – similar to the Single audit, but on the state level (10,000 or more students) ● duties include: <ul style="list-style-type: none"> ○ 1. communicate directly with assurance providers, ○ 2. ensure that required assurance activities are taking place within their LEA – and procure them as required, ○ 3. receive and review all assurance reports, ○ 4. ensure that corrective action is being taken and issues are resolved in a timely manner, ○ 5. settle disputes between LEA administration and assurance providers if they arise, 	<p>Trish</p>	<p>10 min</p>

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<ul style="list-style-type: none"> ○ 6. serve as an independent forum for assurance providers to discuss concerns, ○ 7. keep the board informed of these matters, and ○ 8. be aware of non-audit services ○ Training Module 1 <p>We will meet right after board meeting to review these responsibilities and make next step plans</p>		
Board Election discussion and timelines	board	10 min
Review school calendar and make refinements to present in February	Fred	5 min
Review School Fees and Spend Plan for FY23	Fred	5 min
<p>Good Times</p> <p>Distance--Our winter ball was a success. We did space camp this Friday and it was awesome, we have a big book fair coming up and a marketing even the beginning of February.</p> <p>Elementary--We had our first problem solver speaker come and talk to us about wildfires and how he works with the wildfire crews to help prevent and stop them. The kids are beginning their inquiry into the problems they are curious about and we are bringing in speakers for the next 4 weeks that align to the problems they are wondering about. We have a river clean up person, public art person, animal services person and another on water concerns</p> <p>Secondary--We had a great wish box season where we raised \$2500 for our own davinci families. And we had our first major musical happen in 1st semester which is quite an</p>	Paul, Mattison, Jesslynn	5 min

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accomplishment		
Training		15 min
Review		
Board Calendar Reviewed and approved each August		
Board organization:		
<ul style="list-style-type: none">● The Google Board Folder, website, and calendar● emails● UCAP● Background checks		
Required trainings:		
<ul style="list-style-type: none">● August ethics training-- Annual board commitment to abide by ethical behavior● Open and Public Meeting Training● Land trust Training<ul style="list-style-type: none">○ Video--Land Trust Responsibilities-○ Video--Data-driven decisions○ handouts--<ul style="list-style-type: none">■ Local Board Guidelines■ Appropriate Expenditures		
<ul style="list-style-type: none">● Fraud Training● Audit Training		
Finance Training:		
<ul style="list-style-type: none">● Use Budget Summary and Detail as the cheat sheet each month with highlighted areas of concern.● Train on these finance topics:<ul style="list-style-type: none">○ Restricted funds and tracking○ School fees and tracking and policy and calendar○ Finance policies and update if needed○ Cash handling process at the schools○ finance committee		

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<p>Adjournment</p> <p>Jennifer made the motion to adjourn, Juston seconded, all in favor, and none opposed.</p>

Item# Subject

Decision Log

Decision/Description	Pass/Fail

Next Meeting Agenda Topics

ITEM	Subject	Presenter
1.		
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.