

**DaVinci Academy of Science & the Arts**

2033 Grant Ave., Ogden, UT 84401

801-409-0700 / [www.davinciacademy.org](http://www.davinciacademy.org)

Board meetings will be in the bandroom

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**DASA Governing Board Agenda**  
**Aug. 17, 2023**  
**5:30 PM-7:00 PM**  
**Boardroom (Gym Side of Big DaVinci)**  
**[Zoom Link for board meeting](#)**

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

\*Not in attendance

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1.	Welcome Guests	Sarah Steimel	5 Min
2.	Public Comment		5 Min
3.	Review and approve <a href="#">June 15, 2023</a> Board Minutes  Reviewed minutes for Jun 15, 2023 board meeting. No changes – motion to approve by TG. 2nd by AC. No Discussion – Passed 5-0	Charlie Ewert	5 min
4.	Grant Approvals – For Review <ul style="list-style-type: none"><li>● <a href="#">Early Literacy – K-3 Reading and Math</a><ul style="list-style-type: none"><li>○ <a href="#">Just the K-3 Goals</a></li></ul></li><li>● <a href="#">TSSA Goals</a></li><li>● <a href="#">DTL Goals</a></li><li>● <a href="#">Land Trust Goals</a></li><li>● Educator Paid Professional Hours Plan</li></ul> Reviewed Early Literacy K-3 Reading and Math Plan. Discussed goals and pre-approval process. TG asked about who created the plan – FD explained that the elementary principal with staff created goals and then the State approved them – and now the local board needs to approve them for the funding to come. Motion to approve by AC. 2nd to approve by TG. No Discussion – Plan passed 5-0  Reviewed TSSA Goals. Discussed TSSA meaning Teacher Student Success Act. Funding for TSSA and how DaVinci funds 25% of teacher salaries and the rest to Merit and Extra duties that help students meet academic goals. Motion to approve by TG. 2nd to approve by AC. No Discussion – Plan passed 5-0	Fred Donaldson	5 min

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	<p>Reviewed DTL Goals. Discussed DTL meaning Digital Teaching and Learning and how we received the grant and what year we are in. Motion to approve by AC. 2nd to approve by JR. No Discussion – Plan passed 5-0</p> <p>Reviewed Land Trust Plan and Goals. Discussed Land Trust Committee and how it is formed via school policy–election process and how the plan is formed. Board approved the FY24 Land Trust Plan last April. Board always reviews Land Trust Plan and is trained on appropriate expenditures. Motion to approve by JR. 2nd to approve by AC. No Discussion – Plan passed 5-0</p> <p>Educator Paid Professional Hours–discussed and explained how teachers responsibility to receive the funding–Optional for teachers and they have to create PD goals and are reviewed monthly in PD meeting and Professional Learning Communities. No Vote taken or needed</p>		
5.	<p>School Improvement Goals</p> <ul style="list-style-type: none"><li>• <a href="#">FY24 SIP Plan</a></li></ul> <p>Discussed School Improvement Goals and how each program goals are tied to these District initiatives. TG asked for summary of goals–FD explained that these district goals are based on creating a positive school climate based in satisfying universal needs such as belonging,</p>	Fred	10min

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	<p style="color: red;">competence, power, freedom, and fun. FD explained that the school climate based on the psychology of success (internal locus of control or self-empowerment, belonging, and growth orientation) have a .7 to .8 correlation to student outcomes. This is why DaVinci is focused on these goals and initiatives – to give DaVinci Students a competitive advantage upon graduation. Motion to approve by TG. 2nd to approve by AC. No Discussion – Goals passed 5-0</p>		
6.	<p>Review FY24 Budget Financial Duties</p> <ul style="list-style-type: none"> <li>● FY24 Budget <ul style="list-style-type: none"> <li>○ <a href="#">Detail Budget</a></li> <li>○ <a href="#">Summary Budget</a></li> </ul> </li> <li>● Finance Training <ul style="list-style-type: none"> <li>○ <a href="#">Cash handling process at the schools</a></li> <li>○ <a href="#">finance committee</a></li> <li>○ <a href="#">Restricted funds and tracking</a></li> <li>○ <a href="#">School fees and tracking and policy and calendar</a></li> <li>○ <a href="#">Financial, Debt, Risk Management, and Disclosure Policy</a></li> <li>○ <a href="#">Financial Policy and Procedures</a></li> <li>○ <a href="#">Procurement Policy</a></li> <li>○ <a href="#">how to read the budget</a></li> <li>○ <a href="#">Fraud hotline and define fraud</a></li> <li>○ Board governance on finances</li> </ul> </li> </ul>	Casey and Alex	10 min
8.	<p>Board Calendar Review</p> <ul style="list-style-type: none"> <li>● <a href="#">Board Calendar Reviewed and approved each August</a></li> </ul>	Fred	5 min
9.	<p><a href="#">Committee Structure</a></p>	Fred	5 min

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10.	<p>Policy updates</p> <ul style="list-style-type: none"><li>• <a href="#">Internet Safety Policy</a></li><li>• <a href="#">Acceptable Use Policy</a></li><li>• <a href="#">Emergency Response Plan</a></li><li>• Suicide Prevention – <b>H.B. 481 <a href="#">Firearm Safety and Suicide Prevention Education Requirements</a></b></li></ul> <p>Reviewed and discussed Child Internet Protection Act and board requirements to ensure CIPA is being met. Internet Safety Policy will be added to Acceptable Use Policy to ensure CIPA requirements are met. Board needs to review and approve Acceptable Use Policy every 3 years. Motion to approve by AC. 2nd to approve by JR. No Discussion – Plan passed 5-0</p> <p>Reviewed and discussed Emergency Response Plan with new reunification plan. TG asked how the plan was formed. FD explained that administrators and parents were part of the process. Motion to approve by AC. 2nd to approve by TG. No Discussion – Plan passed 5-0</p> <p>H.B. 481 – Reviewed and Discussed approved suicide prevention materials LEA’s are required to provide to students and families when self-harm is known. TG asked who gives out these materials. FD explained that the counselors or administrators who talk and meet with students and parents would be giving this material out. TG asked who made the materials – Pres. SS explained that these materials were created by many organizations that the State school board approved. FD explained that we can use other resources but they have to be vetted and sanctioned by the</p>	Fred	10 min
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	State to ensure that H.B. 481 requirements are met. Motion to approve by CE. 2nd to approve by JR. Discussion on materials and who gives these materials out as explained above – Plan passed 4-1 (TG nayed)		
11.	Program Good Times	Programs	5 min
12.	Information only: Audit Committee to meet after board meeting to review and select FY24 audit company	After Board Meeting	
13.	<p>Training – <a href="#">Board Training Link</a> (done before Sept. 1)</p> <p><b>Board Governance</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Bylaws</a></li> <li>• <a href="#">Board Policy</a></li> <li>• <b>Employee Management</b> <ul style="list-style-type: none"> <li>○ <b>School Vision</b></li> <li>○ <a href="#">School Goals</a></li> <li>○ <b>EA Goals</b></li> </ul> </li> </ul> <p>Board organization:</p> <ul style="list-style-type: none"> <li>• <a href="#">The Google Board Folder</a>, website, and calendar</li> <li>• emails</li> <li>• <a href="#">UCAP</a></li> <li>• <a href="#">Background checks</a></li> </ul> <p><b>Board Calendaring:</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Board Calendar Reviewed and approved each August</a></li> </ul> <p>Required trainings:</p> <ul style="list-style-type: none"> <li>• August ethics training-- <a href="#">Annual board commitment to abide by</a></li> </ul>		BOY

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	<p><a href="#">ethical behavior</a></p> <ul style="list-style-type: none"> <li>● <a href="#">Open and Public Meeting Training</a></li> <li>● Land trust Training             <ul style="list-style-type: none"> <li>○ <a href="#">Video--Land Trust Responsibilities-</a></li> <li>○ <a href="#">Video--Data-driven decisions</a></li> <li>○ handouts--                 <ul style="list-style-type: none"> <li>■ <a href="#">Local Board Guidelines</a></li> <li>■ <a href="#">Appropriate Expenditures</a></li> </ul> </li> </ul> </li> <li>● <a href="#">Fraud Training</a></li> <li>● <a href="#">Audit Training</a></li> </ul> <p>Finance Training:</p> <ul style="list-style-type: none"> <li>● Use Budget Summary and Detail as the cheat sheet each month with highlighted areas of concern.</li> <li>● Train on these finance topics:</li> <li>● <a href="#">Restricted funds and tracking</a></li> <li>● School fees and tracking and policy and calendar</li> <li>● Finance policies and update if needed</li> <li>● <a href="#">Cash handling process at the schools</a></li> <li>● <a href="#">finance committee</a></li> <li>●</li> </ul>
11.	Adjournment

Item#    Subject

### Decision Log

Decision/Description	Pass/Fail
Early Literacy Plan--	Pass 5 approved and 0 Nays
TSSA Goals	Pass 5 approved and 0 Nays

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DTL Goals	Pass 5 approved and 0 Nays
Land Trust Plan	Pass 5 approved and 0 Nays
Educator Paid Hours	Reviewed
FY24 School Improvement Goals	Pass 5 approved and 0 Nays
Internet Safety Policy	Pass 5 approved and 0 Nays
Acceptable Use Policy	Pass 5 approved and 0 Nays
Emergency Response Policy	Pass 5 approved and 0 Nays
Safety and Suicide Prevention materials added to our safety policy	Pass 4 approved and 1 Nays (Gooch)
Teacher Licensing – LEA Site Specific Licensing	Pass 5 approved and 0 Nays

### Next Meeting Agenda Topics

ITEM	Subject	Presenter
1.	CTE Classes and processes for new curriculum	Thomas Gooch
2.	Background checks done and board training	All need to do it before next meeting
3.		
4.		



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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.