

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
Sept 21, 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
	Thomas Gooch/Vice Chair/Parent Member		
	Alex Crowley, 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 AJ Slee–Student Body President Noemi Pinto-Mendez
	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 August 17, 2023 Board Minutes Sally Shigley motioned to approve Aug. 17, 2023 board minutes. Alex Crowley second. No discussion – minutes approved 5-0	Charlie Ewert	5 min

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4.	<p>Grant Approvals/Information</p> <ul style="list-style-type: none">• School Safety Grant <p>Sally Shigley motioned to allow the finance committee to vet the bids for using the school safety grant funds and select the vendor if DaVinci receives the school safety grant. Alex Crowley second. Thomas Gooch(TG) asked if the school board could reject the grant funds? School board could decide not to use the funds because it is within their powers and duties. TG disagreed with installing the safety equipment like cameras with AI technology. Board reviewed what safety measures DaVinci found lacking while doing the safety site assessment. Fred Donaldson (EA) showed the findings:</p> <ol style="list-style-type: none">1. Access Control and Visitor Management – Severely lacking in monitoring who comes in the building and where they go2. Campus Wide Surveillance - The risk and vulnerability assessment identified the need for an updated camera system. We will be updating to a security system that provides full-campus coverage on both the exterior and interior of each facility. As a smaller school district with limited resources and staff, having 24/7 surveillance and monitoring with automated alerts will provide our administration an ongoing awareness of our campus and its occupants.3. Emergency Notification/Smart PA and Silent Panic Button - The capability of effectively responding to an emergency was also identified as a vulnerability. To mitigate this we will be installing a campus-wide emergency alert system.4. Threat assessments	Fred Donaldson	5 min
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	Board voted on motion and 4 approved and 1 (TG) against.		
5.	Review FY24 Budget Financial Duties <ul style="list-style-type: none">● FY24 Budget<ul style="list-style-type: none">○ Detail Budget○ Summary Budget Reviewed the budget metrics – no motion taken	Casey and Alex	10 min
6.	Board Calendar Review <ul style="list-style-type: none">● <u>Board Calendar Reviewed and approved each August</u><ul style="list-style-type: none">○ Change Dec. 21 board meeting to Dec. 13?○ Change Feb. 15 board meeting to Feb. 22?○ School Fee Review Sally Shigley motioned to change Dec. 21 board meeting to Dec. 13 and Feb. 15 board meeting to Feb. 22 at 5:30 pm. Alex Crowley second. Brief discussion to make sure the December board meeting could be changed to Dec. 13 on Wednesday. All agreed – motion passed 5-0	Fred	5 min

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7.	<p><u>Committee Structure</u></p> <ul style="list-style-type: none"> ● Curriculum Committee–1st Thurs. of the month <ul style="list-style-type: none"> ○ <u>Library Book Approval</u> ○ <u>7th Grade Novel Approval</u> ○ <u>Approved Sex Education and Maturation Materials</u> <p>Alex Crowley motioned to approve all recommendations from Curriculum Committee. Sally Shigley second. TG asked if the school board could review all recommendations. Salley (SS) mentioned that the reason we have a curriculum committee is to review curriculum based on policy and then recommend. If board members wanted to do more reviewing of the curriculum then they are invited to attend the curriculum committee meetings. Motion passed 5-0</p> <ul style="list-style-type: none"> ● Land Trust–Meeting Time TBD <ul style="list-style-type: none"> ○ <u>Committee Members</u> ○ <u>FY24 Approved Plan</u> ○ <u>DASA Land Trust Website</u> ● Wellness and Safety Committee–3rd Tues. at 4:30 <ul style="list-style-type: none"> ○ <u>Wellness/Safety Website</u> ● Title I/Technology–1st Tues. at 4:30 <ul style="list-style-type: none"> ○ <u>Title I Website</u> 	Fred	5 min
8.	<p>Policy updates</p> <ul style="list-style-type: none"> ● <u>Curriculum Policy Update–Appeal process</u> <p>Thomas Gooch motioned to approve the curriculum process review. Sally Shigley second. motion passed 5-0</p>	Fred	10 min

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	<ul style="list-style-type: none"> • Search and Seizure Update <p>Alex Crowley motioned to approve the search and seizure policy and replace the current one. Sally Shigley second. TG asked how long the policy was in comparison to the old one. Discussion on level of standard to do a search. Motion passed 4 approves and 1 abstention (TG)--wanted to read it first.</p>		
9.	<p>CTE Opportunities and Processes</p> <ul style="list-style-type: none"> • Purpose–Provide technical, skill-based training that leads to both career opportunities or more post secondary education–FY24 SIP Plan • CTE Courses offered At DaVinci • CTE Pathways <ul style="list-style-type: none"> ○ State Pathways • Interests Surveys • Internships <ul style="list-style-type: none"> ○ Partnerships ○ Data • Partnership with OTECH <ul style="list-style-type: none"> ○ Purposes • Process for adding more CTE courses/Pathways <ul style="list-style-type: none"> ○ Student Interest ○ Teacher licensing and course subject ○ Cost–equipment, training, space <p>No motion taken but good discussion on how to communicate these CTE options better to parents and students. TG did ask that we talk about progress during board meetings and that he really wants to support these efforts.</p>		
10.	Program Good Times	Programs	5 min

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11.	<p>Information only: Audit Committee to meet after board meeting to review and select FY24 audit company</p> <p>Audit committee met after board meeting to discuss when they need to choose a different auditor. Do we have to change or do an RFP with at least three every 5 years?</p>	After Board Meeting	
12.	<p>Training – Board Training Link (done before Sept. 1)</p> <p>Board Governance</p> <ul style="list-style-type: none"> ● Bylaws ● Board Policy ● Employee Management <ul style="list-style-type: none"> ○ School Vision ○ School Goals ○ EA Goals <p>Board organization:</p> <ul style="list-style-type: none"> ● The Google Board Folder, website, and calendar ● emails ● UCAP ● Background checks <p>Board Calendaring:</p> <ul style="list-style-type: none"> ● Board Calendar Reviewed and approved each August <p>Required trainings:</p> <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 	BOY	

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	<ul style="list-style-type: none"> ● Fraud Training ● Audit Training <p>Finance Training:</p> <ul style="list-style-type: none"> ● Finance Training <ul style="list-style-type: none"> ○ 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 ○ how to read the budget ○ Fraud hotline and define fraud ○ Board governance on finances ● Use Budget Summary and Detail as the cheat sheet each month with highlighted areas of concern. ● Train on these finance topics: ● 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 ●
13.	Adjournment

Item# Subject

Decision Log

Decision/Description	Pass/Fail
Early Literacy Plan–	Pass 5 approved and 0 Nays

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Mintues approved	Pass 5 approved and 0 Nays
Finance Committee authority to vet safety bids from companies and choose on	Pass 4 approved and 1 Nays (TG)
Board Meeting Changes Dec. 21 to Dec. 13 and Feb. 15 to Feb. 22	Pass 5 approved and 0 Nays
Approved Curriculum Committee Recommendations	5-0
Curriculum Policy Appeal Updated	Pass 5 approved and 0 Nays
Search and Seizure Policy Updated	Pass 4 approved and 1 Abstention

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.		

PUBLIC INFORMATION:

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- 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.