

**DASA Governing Board Minutes**  
**Nov. 16, 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
			Student-Body President AJ Slee–Student Body President Noemi Pinto-Mendez
	Rachael Pust, Parent Member		

\*Not in attendance

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**AGENDA TOPICS**

1.	Welcome Guests	Thomas Gooch	5 Min
2.	Public Comment	Thomas Gooch	5 Min
3.	Student Report	Student Gov't	5 Min
4.	Review and approve <a href="#"><u>October 19, 2023</u></a> Board Minutes	Charlie Ewert	5 Min
5.	Review FY24 Budget Financial Duties <ul style="list-style-type: none"> <li>● FY24 Budget <ul style="list-style-type: none"> <li>○ <a href="#"><u>Detail Budget</u></a></li> <li>○ <a href="#"><u>Summary Budget</u></a></li> </ul> </li> </ul>	Alex Crowley	5 Min
6.	Audit Review	Casey	15 Min
7.	CTE/Certificate Progress <ul style="list-style-type: none"> <li>● Focused Pathways <ul style="list-style-type: none"> <li>○ <a href="#"><u>Arts, Audio Visual Tech and Communications</u></a></li> <li>○ <a href="#"><u>Business, Finance, Marketing</u></a></li> <li>○ <a href="#"><u>Computer Science and Info Technology</u></a></li> <li>○ Medical</li> <li>○ Teaching as a profession</li> </ul> </li> </ul>	Fred	5 Min

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	<ul style="list-style-type: none"> <li>● <a href="#"><u>Explorer courses to get to OTECH</u></a></li> <li>● Hands-on tools and Storage</li> <li>● Focused on these efforts and then Marketing them</li> </ul>		
8.	<p>Closed Meeting Per State Code 52-4-204</p> <ul style="list-style-type: none"> <li>● Listed reasons under State Code</li> <li>● seeking or obtaining legal advice on legal matter</li> <li>● conducting business relating to information technology security</li> </ul>		
9.	<p>Good Times:</p> <p>Secondary:</p> <ul style="list-style-type: none"> <li>● We have 124 AP Exam registrations for this year</li> <li>● We are preparing for second semester schedules</li> <li>● We had a successful College Application Month. Many seniors applied to colleges for early admissions.</li> </ul> <p>Distance:</p> <ul style="list-style-type: none"> <li>● <a href="#"><u>Events &amp; Field Trips:</u></a></li> <li>● Trunk or Treat - Huge success - 700 attendees!</li>   <li>● Field Trip Fridays are going great - Dinosaur Park, Pumpkin Patch</li>   <li>● Upcoming Field Trips: School Play, Loveland Living Aquarium, Ice Skating</li> </ul>	Fred	5 Min

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	<ul style="list-style-type: none"> <li>● <u>Parent Partnerships:</u> <ul style="list-style-type: none"> <li>○ ,Apples &amp; Answers Park Day for parent support - great attendance from families - teachers, leadership team, and curriculum specialists available for Q&amp;A.</li> </ul> </li>   <li>● Virtual Curriculum Specialist Office Hours - CSs available every day of the week to assist parents and answer curriculum/program questions while teachers are in class.</li>   <li>● Curriculum progress forms are being completed this week so teachers can calculate first semester grades.</li>   <li>● <u>Exciting Things Happening This Week:</u> <ul style="list-style-type: none"> <li>○ Friendsgiving Pie Party - at the end of DaVinci Day to celebrate kindness &amp; community.</li> <li>○ Drama Club Fall Play - As You Like It - Roy Library Black Box Theatre Thursday PM and Friday AM</li> </ul> </li> </ul>		
	<p>Training – <a href="#">Board Training Link</a> (done before Sept. 1) BOY</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> </ul>	As Needed	10 Min

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	<ul style="list-style-type: none"> <li>● <b>Employee Management</b> <ul style="list-style-type: none"> <li>○ <b>School Vision</b></li> <li>○ <a href="#"><u>School Goals</u></a></li> <li>○ <b>EA Goals</b></li> </ul> </li> </ul> <p>Board organization:</p> <ul style="list-style-type: none"> <li>● <a href="#"><u>The Google Board Folder</u></a>, website, and calendar</li> <li>● emails</li> <li>● <a href="#"><u>UCAP</u></a></li> <li>● <a href="#"><u>Background checks</u></a></li> </ul> <p><b>Board Calendaring:</b></p> <ul style="list-style-type: none"> <li>● <a href="#"><u>Board Calendar Reviewed and approved each August</u></a></li> </ul> <p>Required trainings:</p> <ul style="list-style-type: none"> <li>● August ethics training-- <a href="#"><u>Annual board commitment to abide by ethical behavior</u></a></li> <li>● <a href="#"><u>Open and Public Meeting Training</u></a></li> <li>● Land trust Training <ul style="list-style-type: none"> <li>○ <a href="#"><u>Video--Land Trust Responsibilities-</u></a></li> <li>○ <a href="#"><u>Video--Data-driven decisions</u></a></li> <li>○ handouts-- <ul style="list-style-type: none"> <li>■ <a href="#"><u>Local Board Guidelines</u></a></li> <li>■ <a href="#"><u>Appropriate Expenditures</u></a></li> </ul> </li> </ul> </li> <li>● <a href="#"><u>Fraud Training</u></a></li> <li>● <a href="#"><u>Audit Training</u></a></li> </ul>		
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	<p>Finance Training:</p> <ul style="list-style-type: none"><li>● Finance Training<ul style="list-style-type: none"><li>○ <a href="#"><u>Cash handling process at the schools</u></a></li><li>○ <a href="#"><u>finance committee</u></a></li><li>○ <a href="#"><u>Restricted funds and tracking</u></a></li><li>○ <a href="#"><u>School fees and tracking and policy and calendar</u></a></li><li>○ <a href="#"><u>Financial, Debt, Risk Management, and Disclosure Policy</u></a></li><li>○ <a href="#"><u>Financial Policy and Procedures</u></a></li><li>○ <a href="#"><u>Procurement Policy</u></a></li><li>○ <a href="#"><u>how to read the budget</u></a></li><li>○ <a href="#"><u>Fraud hotline and define fraud</u></a></li><li>○ Board governance on finances</li></ul></li><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="#"><u>Restricted funds and tracking</u></a></li><li>● School fees and tracking and policy and calendar</li><li>● Finance policies and update if needed</li><li>● <a href="#"><u>Cash handling process at the schools</u></a></li><li>● <a href="#"><u>finance committee</u></a></li><li>●</li></ul>		
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