

**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  Sarah motioned to approve Oct. 19 minutes. 2nd by Rachel Pust. No discussion. Minutes approved unanimously.	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> Casey and Alex reviewed budget with board. No motions made.	Alex Crowley	5 Min
6.	Audit Review  Alex mentioned that he would be doing a bid	Casey	15 Min

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	for next year’s audit since we have been with Squire for several years now.		
7.	<p>CTE/Certificate Progress</p> <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> <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> <p>Thomas mentioned maker spaces and requested “Invent to Learn” book for board to read. Thomas would like to have a monthly progress check on CTE Progress.</p>	Fred	5 Min
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> <p>This part was postponed until next board meeting</p>		
9.	Good Times:	Fred	5 Min

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	<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>• <u>Events &amp; Field Trips:</u></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> <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></ul>		
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	<ul style="list-style-type: none"> <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>		
10	<p>Board Adjourned</p> <p><b>Thomas motioned to adjourn. 2nd by Alex</b></p>		
	<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> <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>	As Needed	10 Min

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	<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 ethical behavior</a></li><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>● 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</a></li></ul></li></ul>		
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	<p style="text-align: center;"><u>Policy</u></p> <ul style="list-style-type: none"><li>○ <u><a href="#">Financial Policy and Procedures</a></u></li><li>○ <u><a href="#">Procurement Policy</a></u></li><li>○ <u><a href="#">how to read the budget</a></u></li><li>○ <u><a href="#">Fraud hotline and define fraud</a></u></li><li>○ Board governance on finances</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>● <u><a href="#">Restricted funds and tracking</a></u></li><li>● School fees and tracking and policy and calendar</li><li>● Finance policies and update if needed</li><li>● <u><a href="#">Cash handling process at the schools</a></u></li><li>● <u><a href="#">finance committee</a></u></li><li>●</li></ul>		
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