

DASA Governing Board Minutes
Dec. 13, 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	Sarah Steimel	5 Min
2.	Public Comment	Sarah Steimel	5 Min
3.	Student Report	Student Gov't	5 Min
4.	Review and approve <u>Nov 16, 2023</u> Board Minutes	Charlie Ewert	5 Min
5.	Review FY24 Budget Financial Duties <ul style="list-style-type: none"> ● FY24 Budget <ul style="list-style-type: none"> ○ <u>Detail Budget</u> ○ <u>Summary Budget</u> 	Alex Crowley	5 Min
6.	Policy updates <ul style="list-style-type: none"> ● <u>Harassment Policy update – 109</u> ● <u>Grievance Process update –118</u> 	Fred	15 Min
7.	CTE/Certificate Progress <ul style="list-style-type: none"> ● Focused Pathways <ul style="list-style-type: none"> ○ <u>Arts, Audio Visual Tech and Communications</u> ○ <u>Business, Finance, Marketing</u> ○ <u>Computer Science and Info Technology</u> 	Fred	5 Min

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	<ul style="list-style-type: none"> ○ Medical ○ Teaching as a profession ● <u>Explorer courses to get to OTECH</u> ● Hands-on tools and Storage ● Focused on these efforts and then Marketing them 		
8.	<p>Closed Meeting Per State Code 52-4-204</p> <ul style="list-style-type: none"> ● Listed reasons under State Code ● seeking or obtaining legal advice on legal matter ● conducting business relating to information technology security 		
9.	<p>Good Times:</p> <p>Secondary:</p> <p>Distance:</p> <p>Elementary:</p>	Fred	5 Min
	<p>Training – <u>Board Training Link</u> (done before Sept. 1) BOY</p> <p>Board Governance</p> <ul style="list-style-type: none"> ● <u>Bylaws</u> ● <u>Board Policy</u> ● Employee Management <ul style="list-style-type: none"> ○ School Vision ○ <u>School Goals</u> ○ EA Goals 	As Needed	10 Min

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<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• 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		
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	<ul style="list-style-type: none"> ○ <u>schools</u> ○ <u>finance committee</u> ○ <u>Restricted funds and tracking</u> ○ <u>School fees and tracking and policy and calendar</u> ○ <u>Financial, Debt, Risk Management, and Disclosure Policy</u> ○ <u>Financial Policy and Procedures</u> ○ <u>Procurement Policy</u> ○ <u>how to read the budget</u> ○ <u>Fraud hotline and define fraud</u> ○ 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: ● <u>Restricted funds and tracking</u> ● School fees and tracking and policy and calendar ● Finance policies and update if needed ● <u>Cash handling process at the schools</u> ● <u>finance committee</u> ● 		
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Item# Subject

Decision Log

Decision/Description	Pass/Fail

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Next Meeting Agenda Topics

ITEM	Subject	Presenter
1.	Background checks done and board training	All need to do it before next meeting
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;
- 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.