

DASA Governing Board Minutes
March 21, 2024
5:30 PM-7:00 PM
Boardroom (Gym Side of Big DaVinci)
[Zoom Link for board meeting](#)

Attendees/Invitees			
	Sarah Steimel, President/ Parent Member		
	Thomas Gooch/Vice Chair/Parent Member		
	Alex Crowley, Treasurer/ Parent Member		
	Rachael Pust, Parent Member		
	Juston Rindlesbach/Parent Member		Fred Donaldson, EA
	Sally Shigley, Community Member		Casey Holmes, Business Manager
	Charlie Ewert, Secretary/Community Member		Student-Body President AJ Slee–Student Body President Noemi Pinto-Mendez
	Paul Goggi and Mattison Shutt, Faculty Representatives		

*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>Feb. 22, 2024</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"> ○ Detail Budget ○ Summary Budget ● Need a motion to adjust budget categories to proposed changes 	Alex Crowley	5 Min
6.	Policy updates <ul style="list-style-type: none"> ● <u>Sensitive Materials Review and updates</u> 	Fred	15 Min
7.	CTE/Certificate Progress <ul style="list-style-type: none"> ● Pathways for next year <ul style="list-style-type: none"> ○ Commercial Art ○ Broadcast and Digital Media ○ Business 	Fred	5 Min

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	<ul style="list-style-type: none"> ○ Finance ○ Marketing* ○ Graphic Design and Communication ○ Early Childhood Education ○ K-12 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.	<u>School Fees – 2nd Review</u> – Need a vote on proposed fees for 2025	Fred	5 Min
9.	<p>Board Elections</p> <ul style="list-style-type: none"> ● <u>Bylaws</u> <ul style="list-style-type: none"> ○ <u>Parent candidate fills out board candidate application</u> due By February 29, 2024 ○ Parent candidates required to obtain 100 signatures by last day in February before being placed on the board ballot in May ○ Board election will start May 1 until May 15, 2024 ● Open parent board positions <ul style="list-style-type: none"> ○ 1 parent position open (Open for discussion and possible vote to expand the number of board openings based on board bylaws and articles of incorporation) ○ 1 community member open ○ 3 new parents running— All met the 100 signature requirement 		

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10.	<p>Good Times:</p> <p>Secondary: TBD</p> <p>Distance:</p> <ul style="list-style-type: none"> ● Science in Action Night–huge success ● Parent and student celebration night ● Book Fair <p>Elementary: TBD</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 <p>Board organization:</p> <ul style="list-style-type: none"> ● <u>The Google Board Folder</u>, website, and calendar ● emails ● <u>UCAP</u> ● <u>Background checks</u> <p>Board Calendaring:</p> <ul style="list-style-type: none"> ● <u>Board Calendar Reviewed and approved</u> 	As Needed	10 Min

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	<p style="text-align: center;"><u>each August</u></p> <p>Required trainings:</p> <ul style="list-style-type: none">● <u>August ethics training--Annual board commitment to abide by ethical behavior</u>● <u>Open and Public Meeting Training</u>● Land trust Training<ul style="list-style-type: none">○ <u>Video--Land Trust Responsibilities-</u>○ <u>Video--Data-driven decisions</u>○ handouts--<ul style="list-style-type: none">■ <u>Local Board Guidelines</u>■ <u>Appropriate Expenditures</u>● <u>Fraud Training</u>● <u>Audit Training</u> <p>Finance Training:</p> <ul style="list-style-type: none">● Finance Training<ul style="list-style-type: none">○ <u>Cash handling process at the 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>		
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	<ul style="list-style-type: none"> ○ <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

Next Meeting Agenda Topics

ITEM	Subject	Presenter
1.	Background checks done and board training	All need to do it before next meeting
2.		
3.		

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4.		
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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.

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