

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 No Public Comment	Sarah Steimel	5 Min
3.	Student Report No Student Report	Student Gov't	5 Min
4.	Review and approve Feb. 22, 2024 Board Minutes Minutes reviewed and Alex Motion to approve, 2nd from Sally- All in favor-passed unanimously.	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 ● No motion taken. 	Alex Crowley	5 Min
6.	Policy updates <ul style="list-style-type: none"> ● Sensitive Materials Review and updates Board just reviewed and answered questions about the updates. This policy will be voted on next month in April.	Fred	15 Min

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7.	<p>CTE/Certificate Progress</p> <ul style="list-style-type: none"> ● Pathways for next year <ul style="list-style-type: none"> ○ Commercial Art ○ Broadcast and Digital Media ○ Business ○ 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 <p>No motion taken—information only</p>	Fred	5 Min
8.	<p><u>School Fees—2nd Review</u>—Need a vote on proposed fees for 2025</p> <p>School fee discussion. This is the third time the board has seen the proposed fees and we have previously notified parents of prior school fee discussions at board meetings. All were invited to provide comments.</p> <p>Sally motioned to approve, Thomas second. Discussion—Thomas noted that he appreciated the school reducing fees for parents. No further discussion. FY25 proposed school fees passed unanimously.</p>	Fred	5 Min

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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 <p>Board is thinking about opening up more board positions in order to have more than the minimum number of board members. The board will take this vote up at the next board meeting.</p>		
10.	<p>Good Times:</p> <p>Secondary:</p> <ul style="list-style-type: none"> • Academic Decathlon winning state • Boys basketball took 3rd in State • Theater program just won Region • Soon Hee Newbold a fairly current/popular composer here last week working with music students and conducted the concert 	Fred	5 Min

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	<p>Distance:</p> <ul style="list-style-type: none"> ● Science in Action Night–huge success ● Parent and student celebration night ● Book Fair <p>Elementary:</p> <ul style="list-style-type: none"> ● Teachers enjoyed the board sponsored event. ● We have our March reading challenge this month. Students are ready over 15,000 minutes as a school during our drop and read challenge. We have our literacy night coming up which we have partnered with weber state to have food trucks and reading themed rooms with activities and ● local published author Janet sumner coming to sign books and talk to kids about becoming authors. 		
	<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 	As Needed	10 Min

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- emails
- [UCAP](#)
- [Background checks](#)

Board Calendaring:

- [Board Calendar Reviewed and approved each August](#)

Required trainings:

- August ethics training-- [Annual board commitment to abide by ethical behavior](#)
- [Open and Public Meeting Training](#)
- Land trust Training
 - [Video--Land Trust Responsibilities-](#)
 - [Video--Data-driven decisions](#)
 - handouts--
 - [Local Board Guidelines](#)
 - [Appropriate Expenditures](#)
- [Fraud Training](#)
- [Audit Training](#)

Finance Training:

- Finance Training
 - [Cash handling process at the schools](#)
 - [finance committee](#)
 - [Restricted funds and tracking](#)

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	<ul style="list-style-type: none"> ○ <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

Next Meeting Agenda Topics

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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.