

DASA Governing Board Minutes
May 16, 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>April 18, 2024</u> Board Minutes Alex motion to approve, 2nd Thomas, No Discussion. Unanimously approved.	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> ● <u>Fraud Risk Assessment</u> Board Discussion: <ul style="list-style-type: none"> ● Still moving to bank of utah to be earning 5% interest ● Not much change from last month ● Thomas asked if they have started accruing the 5% interest, it is in process and payroll just got moved over. Fraud Risk Assessment <ul style="list-style-type: none"> ● Filled out in finance committee, compliant in every category, having a % under reporting fraud because on website wrong name was listed–It is 	Alex Crowley	5 Min

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	not corrected to list correct name of board secretary		
6.	<p>Progress on Charter Goals</p> <ul style="list-style-type: none"> ● Met 3 out of 4 goals <ul style="list-style-type: none"> ○ Met Mission Specific Goal ○ Met Median Growth Goal ○ Met Charter Science and Math goal ○ Not Met 1 out of 3 Post Secondary Readiness–needed 2 out of 3 to satisfy charter goal ● Next year will met the course readiness goal since we will have more CTE pathways and we are requiring students to take an AP class or CTE pathway <p><u>Progress on FY24 TSSA Goals</u></p> <p>Board Discussion:</p> <ul style="list-style-type: none"> ● Thomas asked if repercussions if not all goals are met. Fred commented that we report these through UCAP and the State will reach out if they have any concerns, but technically only if we persistently do not meet charter goals does the State intervene. ● TSSA goals- reading and math goals are super close to meeting the 80% 	Fred	5 Min
7.	<p>Policy updates</p> <ul style="list-style-type: none"> ● <u>Sensitive Materials Review Updates</u> 	Fred	15 Min

DASA Governing Board Minutes
May 16, 2024
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- [Student Privacy and Data Protection](#)
- [Student Records and Confidentiality](#)
- [Title IX Policy Updates with State HB 257 requirements](#)

Discussion

- Sensitive materials- policy is updated to include instructional materials, who can request a review, and subjective material test. Thomas motioned to approve. Juston 2nd. No Discussion–Passed unanimously.
- Student Privacy and Data Protection- added that parents have to opt in for certain surveys. Electronic signature on registration will count as opt in. Alex motioned to approve. Juston 2nd. Discussion–Thomas asked to see the changes again. Vote called and passed unanimously.
- Student Records and Confidentiality- added policy from federal ferpa law to update it, written opt out. Alex motioned to approve. Juston 2nd. Sarah, Juston, Alex approved and Thomas Tomas abstained. Passed by majority vote
- Title IX- New policy that ensures sex based discrimination and sexual harassment will be investigated under Title IX. Outlines Title IX investigation, timelines, and appeal process. It also includes house bill 257 sex designated spaces:
 - Sex based designation for bathrooms- we’ve already been doing this but it needed to be updated in the policy. Privacy plan can be implemented for those who request it.
 - Thomas motioned to approve. Alex 2nd. No Discussion. Passed unanimously.

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8.	<p>Approvals</p> <ul style="list-style-type: none"> ● <u>UTA 2024-2025 Bus Pass</u> ● <u>Counselor Report</u> ● <u>FY25 TSSA Goals</u> <p>Board Discussion:</p> <ul style="list-style-type: none"> ● UTA Bus Pass–DaVinci receives 250 passes for \$27,000 which is a great deal. Students can use UTA services all school year ● Board felt we could publicize this option to families better. Fred will make sure all families know about this during registration or back to school night. Alex motioned to approve. Thomas 2nd. No Discussion. Passed unanimously. <p>Counselor Report was presented. Thomas asked the purpose for it. Fred explained that it is a requirement for state funding and counselor reports. Alex motioned to approve. Juston 2nd. No Discussion. Passed unanimously</p> <p>FY25 TSSA Goals and distribution of funds:</p> <ul style="list-style-type: none"> ● FY25 TSSA Goals–Same goals as land trust so that we can focus on DaVinci’s greatest needs that impact student learning. Thomas motioned to approve. Juston 2nd. No Discussion. Passed unanimously. 	Fred	10 Mins
9.	CTE/Certificate Progress	Fred	5 Min

DASA Governing Board Minutes
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- Pathways for next year
 - Commercial Art
 - Broadcast and Digital Media
 - Business
 - Finance
 - Marketing*
 - Graphic Design and Communication
 - Early Childhood Education
 - K-12 Teaching as a Profession
- [Explorer courses to get to OTECH](#)
- Hands-on tools and Storage
- Focused on these efforts and then Marketing them

Board Discussion:

CTE pathways – DaVinci has really focused on these CTE pathways this year to improve our secondary course readiness goal. We are pre-certified by the State and should get final confirmation in July. This means that all the CTE classes will be counted as secondary ready which will increase student readiness and our charter score for our charter secondary readiness goal.

- Hired an additional art teacher to offer Commercial Art pathway.
- Hired a new business teacher to offer more business or marketing CTE pathways.
- Certified our current teachers for digital media CTE pathways
- Increased the graduation requirement from 2 to 3 CTE credits which will require students to take either AP, concurrent enrollment, or a CTE pathway.
 - Thomas asked about shop update, renovate over summer–It is coming.

DASA Governing Board Minutes
May 16, 2024
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[Zoom Link for board meeting](#)

10.	<p>Legislative Updates</p> <ul style="list-style-type: none"> ● HB 84 – School Safety <ul style="list-style-type: none"> ○ School Safety Assessments by Dec ○ Safety Director for LEA <ul style="list-style-type: none"> ■ School Safety Specialist at each school ○ Armed SRO or School Guardian ○ Warning system updates ○ Required to adopt policies against bullying, cyber-bullying, hazing, abusive conduct, and retaliation ● SB 173 Excellence in Education and Leadership Supplement <ul style="list-style-type: none"> ○ Redesigns TSSP (Teacher Salary Supplement Program) ○ Salary Supplement for Highly Needed Educators – Effective 7-1-2025 <ul style="list-style-type: none"> ■ LEA creates Policy to designate 5 high need areas ■ Amount of salary supplement ■ Appeals process ■ Can be part of base salary ○ Excellence in Education supplement <ul style="list-style-type: none"> ■ LEA creates an assessment tool or rubric <ul style="list-style-type: none"> ● Student growth ● Professional evals ● Surveys ● Other valid 	Fred	5 Min

DASA Governing Board Minutes
May 16, 2024
5:30 PM-7:00 PM
Boardroom (Gym Side of Big DaVinci)
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	<p style="text-align: center;">assessments/evals</p> <ul style="list-style-type: none">■ State designates the Center for School of the Future at Utah State Univ. “Center”■ LEA’s declare intent to participate by Dec 2024■ LEA principals/designee attends April training■ Center approves LEA process for submitting eligible teachers by June 2025■ LEA submits list of eligible teachers to Center based on:<ul style="list-style-type: none">● Top 5%--\$10,000● 6-10% – \$5,000● 11-25% – \$2,000■ Not part of base pay and amounts may change based on funding <p>Board Discussion:</p> <ul style="list-style-type: none">○ Legislative Updates○ HB84- school safety- purchased more safety equipment for all buildings<ul style="list-style-type: none">■ Every school has to have school safety specialists, and an armed person- school would have to purchase weapons and train. Fred is currently updating all school safety response manuals and trainings and will be selecting the school safety specialists.■ Alex asked about recurring background checks on people		
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DASA Governing Board Minutes
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	<p style="color: red;">who carry- state requirements have that. Fred explained that the State will background check those selected to be armed guardians.</p>		
<p>11.</p>	<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"> ○ 2 parent position open (Open for discussion and possible vote to expand the number of board openings based on board bylaws and articles of incorporation) ○ 3 new parents running—All met the 100 signature requirement ○ 1 community member open <ul style="list-style-type: none"> ■ <u>Gail Niklason</u>—Needs board vote to appoint her for the 2024-2025 and 2025-2026 School years <p style="color: red;">Board Election Discussion</p> <ul style="list-style-type: none"> ○ We have 2 open parent positions because Juston is leaving <ul style="list-style-type: none"> ● Thomas motioned to expand size of board by one parent membe. Alex 2nd. Thomas asked if 		

DASA Governing Board Minutes
May 16, 2024
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[Zoom Link for board meeting](#)

we could just add or open another parent seat, so we wouldn't have to go through another board vote, but just have an open seat and fill it when a qualified parent member shows up. Fred mentioned that per the Bylaws, it would be easier for the board to expand the board via community members instead of parent members, since adding a parent member would require a special election, and trigger all the needed requirements for parent members to be elected, like 100 signatures. Thomas retracted updating the current motion. First motion to expand the board size by 2 parent members was called. Passed unanimously.

Community member Appointment:

Community member Gail Nikalson introduced. Thomas mentioned that Gail has recently received a fellowship under DEI (Diversity, Equity, and Inclusion) and how the State has banned DEI practices because of favoring one race over another, so how does Gail keep those separate? Gail responded that the fellowship was granted by the regional accrediting institution and not the State, but since there is new legislation, many states are working on it. Gail followed up with how she deals with it—she focuses on including all students which is what the State ban focused on. So she is right in line with making sure all students are included and seen and receive support services. Alex motioned to approve. Juston 2nd. No further discussion. Thomas abstained. Sarah, Juston, Alex approved. Passed by majority vote.

Gail will be a voting member starting in August along with the 3 parent candidates Alison Workman, Ryan Wagner, and Holly Okuhara.

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12.	<p>Good Times:</p> <p>Secondary: TBD</p> <p>Distance: TBD</p> <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 each August</u> 	As Needed	10 Min

DASA Governing Board Minutes
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	<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 schools○ finance committee○ Restricted funds and tracking○ School fees and tracking and policy and calendar○ Financial, Debt, Risk Management, and Disclosure Policy○ Financial Policy and Procedures○ Procurement Policy○ how to read the budget○ Fraud hotline and define fraud○ Board governance on finances● Use Budget Summary and Detail as the		
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	cheat sheet each month with highlighted areas of concern. <ul style="list-style-type: none"> • 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.		
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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