

DASA Governing Board Minutes
June 20, 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.	<p>Review and approve <u>May 16, 2024</u> Board Minutes</p> <p style="color: red;">Alex motioned to approve, Charlie second. No Discussion. Passed unanimously.</p>	Charlie Ewert	5 Min
5.	<p>Review FY24 Budget Financial Duties</p> <ul style="list-style-type: none"> ● FY24 Budget <ul style="list-style-type: none"> ○ <u>Detail Budget</u> ○ <u>Summary Budget</u> ● Vote to amend and approve FY24 Forecast Budget as the FY24 Approved Budget with minor changes allowed by Finance Committee <p style="color: red;">Thomas motioned to approve making the FY24 forecast budget the FY24 approved budget. Alex second. No discussion. Passed Unanimously.</p> <ul style="list-style-type: none"> ● Vote to approve FY25 Proposed Budget 	Alex Crowley	5 Min

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	<ul style="list-style-type: none"> ○ FY25 Budget Detail ○ FY25 Budget Summary <p>Thomas motioned to approve the FY25 proposed budget as the FY25 approved budget. Alex Second. No Discussion. Passed unanimously.</p>		
6.	<p>Policy updates</p> <ul style="list-style-type: none"> ● None at this time 	Fred	0 Min
7.	<p>Community Board Member Nomination</p> <ul style="list-style-type: none"> ● Oscar Mata <p>Charlie motioned to appoint Oscar Mata as a community board member to the DaVinci School Board. Juston second.</p> <p>Discussion: Thomas asked if Oscar was an employee. Fred said he is not. Thomas stated that was concerned that Oscar was only doing this because he is using the DaVinci board position for his own political agenda, and this would not be in the best interest of the students. Fred responded that Oscar has done a lot for DaVinci students like organizing a resume building class, used his community connections with Ogden businesses to establish internship opportunities, marketed OTECH to get more DaVinci students industry certificates and college credit. Fred explained that even if Oscar was doing this to build his political resume, his community connections</p>	Fred	5 Min

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	<p>would directly and positively impact DaVinci students. Sally asked, “So if a person, who has demonstrated a positive impact on DaVinci students, but runs for political office, and builds their resume by getting involved, that person should be disqualified from being on the board? Thomas responded, “Yes”. Thomas explained that he feels Oscar’s reason for being on the board would not be in the best interest of DaVinci students. Sarah called the motion. It passed 5 to 1 (Thomas opposing).</p>		
8.	<p>Executive Administrator Evaluation <u>Presentation</u></p>	Fred	10 Min
9.	<p>Closed Meeting Per State Code 52-4-205</p> <p>Listed reasons under State Code</p> <ul style="list-style-type: none"> ● Discuss proposed development agreement ● Executive Administrator Evaluation <p>*To enter closed meeting procedures</p> <ul style="list-style-type: none"> ● Roll call–state name and vote to enter a closed meeting or vote not to enter closed meeting–note this on minutes ● Two thirds of board members present vote to approve to enter closed meeting ● A closed meeting may be closed by a majority of members present <p>Sarah motioned to enter a closed meeting per reasons listed above. Thomas second. Role call to enter closed meeting- Sarah yes, Sally yes, Thomas</p>	Sarah	20 Min

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	<p>no, Alex yes, Gail yes, Juston yes, Charlie yes. Motion passed 5 to 1 (Thomas opposing).</p> <p>Back in public board meeting: Sally motioned to approve Lotus Temporary construction easement and crane swing agreement subject to legal review. Alex Second. No Discussion. Passed unanimously.</p> <p>Alex motioned to approve Fred Donaldson as the Executive Administrator for FY25. Thomas Second. No Discussion. Passed unanimously.</p>		
10.	<p>Discussion topic proposed by Board Member Thomas Gooch</p> <ul style="list-style-type: none"> ● Should board members be added to the faculty email distribution lists for the purpose of monitoring the school climate? <p>Sarah motioned to all board members to receive the weekly principal announcements where general upcoming information is being sent, or positive accomplishments are recognized. Charlie Second. Thomas reasoned that since we are the board, that we as members should be able to read all emails sent. Sarah explained that even though they are members of the board, some information may be confidential and only allowed by those with an educational purpose. Fred explained that that it would be unwise for board members to receive all emails because it may trigger possible liability for failure to act or public meeting requirements. Sarah called the motion. Motion</p>	Sarah	10 Min

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	passed unanimously.		
11.	<u>Suite DEF Lease Extension</u> – Kaysville location Alex motioned to approve the Kaysville DEF lease extension. Charlie Second. No Discussion. Passed Unanimously.	5 Min	Fred
12.	Executive or Officer Board Elections <ul style="list-style-type: none"> • <u>Bylaws</u> <ul style="list-style-type: none"> ○ Annual Officers election – Ballots have been administered to all voting board members for board member candidates who contacted the board secretary about serving in a board officer capacity. ○ Board members will fill out ballots for each ballot corresponding to the board office position. ○ Ballots will be tallied after the board meeting. <p>Ballots were distributed. Thomas and Alex both gave a brief explanation of why they were running for President. Alison and Charlie also gave reasons why they were running. Holly had to leave and was not able to give reasons, however, Fred explained Holly's diligence in attending and being prepared for Title I meetings. Ballots were casted after the meeting.</p> <p>Results:</p>	Sarah	10 Min

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	<p>Alex Crowley Board President</p> <p>Holly Okuhara Vice President</p> <p>Alison Workman Treasurer</p> <p>Charlie Ewert Board Secretary</p> <p>Sally motioned to adjourn. All agreed. Meeting adjourned at 7:37 pm</p>		
	<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

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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](#)
 - [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](#)

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

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.