

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

Attendees/Invitees			
	Alex Crowley, President/ Parent Member		Sally Shigley, Community Member
	Holly Okuhara/Vice Chair/Parent Member		Gail Niklason, Community Member
	Alison Workman, Treasurer/ Parent Member		Oscar Mata, Community Member
	Rachael Ward, Parent Member		Charlie Ewert, Secretary/Community Member
	Ryan Wagner/Parent Member		
	Thomas Gooch/Parent Member		Fred Donaldson, EA
			Casey Holmes, Business Manager
	Paul Goggi and Mattison Whitlock, Faculty Representatives		Student-Body President –Student Body President

*Not in attendance

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AGENDA TOPICS

1.	Welcome Guests		5 Min
2	Public Comment		5 Min
3.	Student Report	Student Gov't	5 Min
4.	Review and approve <u>October 24, 2024 Proposed Board Minutes</u> Board Minutes	Charlie Ewert	5 Min
5.	Review FY25 Budget Financial Duties <ul style="list-style-type: none"> ● <u>Budget Summary</u> ● <u>Budget Detail</u> ● Finance Committee Meeting Notes 	Alison Workman	5 Min
6.	Curriculum <u>High School Library List Approval</u> <u>Elementary Library List Approval</u>	Fred	5 Min
7.	Approvals– LEA Site License for teachers (<u>See List</u>)	Fred	5 Min
8.	<u>DaVinci Salary increase discussion for FY26</u>	Fred	10 Min

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9.	<u>FY26 School Calendar Preview</u>	Fred	10
9.	<u>DASA 5-Year Plan Work Group</u>	Fred	20 Min
10.	<p>State Board Updates</p> <ul style="list-style-type: none"> • <u>State Board Sept Meeting Minutes</u> • <u>State Charter Board Meeting Minutes</u> 	Fred	2 Min
11.	<p>Good Times: Secondary: Girls volleyball took 2nd in State this year. Cross country boys team won state this year 5 of our actors from the musical are nominated for high school musical theatre awards. Most ever from a single show Only 16% of our 9th graders failed a class 1st quarter which is like a 15% reduction Hallways have been beautified, cleaned up and we have lots of live plants to improve student mood</p> <p>Flex– World Kindness Day was on November 13 - To celebrate kindness and friendship our program hosts an annual Friendsgiving Feast. Each child got their own personal mini pie. Students gather together as a school and make memories before leaving for Thanksgiving Break. This is an awesome event that helps build community!</p> <p>First Trimester Excellent Attendance Awards - This week we celebrated all students who have attended 90% of classes during the first trimester. Students received a personalized certificate and a raffle ticket for a prize drawing. Each grade had two winners who could choose a special prize as a fun way to reward and promote excellent attendance.</p>	Mattison, Paul, Katie	

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	<p>Homeroom classes are presently competing against one another in a Fall Food Drive led by our 7th Grade Student Council. Students are busy bringing in canned and boxed foods from their homes and communities. The food will be donated to the Utah Food Bank in December and the most generous class will win a prize!</p> <p>Elementary</p>		
	<p>Training – <u>Board Training Link</u> (done before Sept. 1) BOY</p> <p>Board Member Training:</p> <p>Board Governance</p> <ul style="list-style-type: none"> <input type="checkbox"/> <u>Board Checklist</u> <input type="checkbox"/> <u>Charter</u> <input type="checkbox"/> <u>Bylaws</u> <input type="checkbox"/> <u>Board Policy</u> <input type="checkbox"/> <u>Communication Chart</u> <input type="checkbox"/> Employee Management <ul style="list-style-type: none"> <input type="checkbox"/> <u>School Vision and Goals</u> <input type="checkbox"/> <u>Executive Admin Expectations</u> <p>Board organization:</p> <ul style="list-style-type: none"> <input type="checkbox"/> <u>The Google Board Folder</u>, website, and calendar <input type="checkbox"/> emails <input type="checkbox"/> <u>UCAP</u> <input type="checkbox"/> <u>Background checks</u> <p>Board Calendaring:</p> <ul style="list-style-type: none"> <input type="checkbox"/> <u>Board Calendar Reviewed and approved each August</u> <p>Required trainings:</p>	As Needed	10 Min

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- 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](#)
- [Committee Training](#)

Finance Training:

- [Financial PowerPoint](#)–State Created
- [Budget Review](#)
- [Budget Detail Video](#)

Finance Policies and Processes:

- [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](#)

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	<ul style="list-style-type: none"> <input type="checkbox"/> <u>Financial Policy and Procedures</u> <input type="checkbox"/> <u>Procurement Policy</u> <input type="checkbox"/> <u>Fraud hotline and define fraud</u> <p>Third Party Vendor Policy and Process:</p> <ul style="list-style-type: none"> <input type="checkbox"/> <u>Vendor Policy</u> and <u>Contracts</u> and <u>Vendor Training</u> and <u>Checklist</u> <p>Please sign these forms by clicking on here:</p> <ul style="list-style-type: none"> <input type="checkbox"/> <u>Acceptable Use Form</u> <input type="checkbox"/> <u>Code of Conduct</u> <input type="checkbox"/> <u>Confidentiality Agreement Form</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.		

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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.