

**DASA Governing Board Minutes**  
**December 19, 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

**DASA Governing Board Minutes**  
**December 19, 2024**  
**5:30 PM-7:00 PM**  
**Boardroom (Gym Side of Big DaVinci)**  
[Zoom Link for board meeting](#)

**AGENDA TOPICS**

1.	Welcome Guests		5 Min
2	Public Comment  No Public Comment		5 Min
3.	Student Report  No Student Report	Student Gov't	5 Min
4.	Review and approve <a href="#"><u>November 21, 2024 Proposed Board Minutes</u></a> Board Minutes  Oscar Mata motioned to approve Nov. 21, 2024 minutes. Thomas Gooch seconds. No discussion–Minutes approved unanimously.	Charlie Ewert	5 Min
5.	Review FY25 Budget Financial Duties <ul style="list-style-type: none"> <li>● <a href="#"><u>Budget Summary</u></a></li> <li>● <a href="#"><u>Budget Detail</u></a></li> <li>● <a href="#"><u>Finance Committee Meeting Notes</u></a></li> </ul> Budget discussion reviewed budget categories. Budget is on target according to budget forecast. Salaries are trending under 4% and expenses are coming in line with the budget forecast.	Alison Workman	5 Min
6.	Policy Approvals/Updates <input type="checkbox"/> <a href="#"><u>Paid Professional Time for Educators</u></a>	Naomi	5 Min

**DASA Governing Board Minutes**  
**December 19, 2024**  
**5:30 PM-7:00 PM**  
**Boardroom (Gym Side of Big DaVinci)**  
[Zoom Link for board meeting](#)

	<p>Thomas motioned to approve. Gail Niklason second. Board discussed the purpose of the policy and that this policy guides how we disburse the grant funds. Helps administrators and teachers know what to do in order to receive the grant funds. Policy passes unanimously.</p> <p><input type="checkbox"/> <a href="#"><u>Anti-Bullying Policy Updates</u></a></p> <p>Alison Workman motioned to approve the updated Anti-Bullying Policy. Holly Okuhara second. Board discussed the reason for the update—to comply with new State safety laws and to ensure Federal rights are balanced and protected. Policy passed—Thomas Gooch voted not to approve updates. All other present board members voted in the affirmative.</p>		
7.	<p><a href="#"><u>School Fall Climate Survey</u></a> Results</p> <p>Board informed of positive school climate trend based on climate survey for the last 2 years. No action taken.</p>	Naomi	5 Min
8.	<p><a href="#"><u>DaVinci Salary increase discussion for FY26</u></a></p> <p>Oscar Mata motioned to approve FY26 Salary Schedule. Thomas Gooch second. Board discussed purpose of raise, ability to pay for it, and trend data. The Board reviewed budget trend data from FY21, FY22, and FY23. Based on those positive trends, positive operating margins, and salary increase trends; the Board</p>	Naomi	10 Min

**DASA Governing Board Minutes**  
**December 19, 2024**  
**5:30 PM-7:00 PM**  
**Boardroom (Gym Side of Big DaVinci)**  
[Zoom Link for board meeting](#)

	<p>felt confident in meeting this new salary schedule for FY26. The Board also discussed situations if some salaried teachers' new salary is less than current total compensation in FY25. Fred Donaldson explained that the new FY26 step teacher salary will be an increase to their current step salary. And that they can negotiate the contractual stipends in their current total compensation to always be 3 to 5% above FY25 current total compensation. FY26 Teacher Salary Scheduled passed unanimously</p>		
9.	<p><a href="#"><u>FY26 School Calendar</u></a></p> <p>Holly Okuhara motioned to approve FY26 School Calendar. Thomas Gooch second. FY26 School Calendar passed unanimously.</p>	Naomi	10
10.	<p>E-rate Bid – Wireless Access Points–Winning Bid</p> <p>The board Bid Committee (Holly Okuhara, Fred Donaldson, Bentley Merrill, Jermey Van Sant, and Kairos Schofield) reviewed the E-rate bids in accordance with Federal grant processes. The Board Bid Committee awarded the E-rate wireless access points to Pinecove and announced this to the board. No objections noted.</p>	Naomi	5 Min
11.	<p><a href="#"><u>DASA 5-Year Plan Work Group</u></a></p> <p>The Board emphasized the goal to set up this committee in January or February to help</p>	Naomi	15 Min

**DASA Governing Board Minutes**  
**December 19, 2024**  
**5:30 PM-7:00 PM**  
**Boardroom (Gym Side of Big DaVinci)**  
[Zoom Link for board meeting](#)

	adjust the Boards vision for the next 5 years.		
10.	State Board Updates <ul style="list-style-type: none"> <li>• <a href="#">State Board Sept Meeting Minutes</a></li> <li>• <a href="#">State Charter Board Meeting Minutes</a></li> </ul>	Naomi	2 Min
11.	Good Times: Secondary: Math progress Increased student engagement \$96,000 in CTE funding  Flex– <a href="#">See literacy certificate from State</a>  Elementary <a href="#">See literacy certificate from State</a>	Mattison, Paul, Katie	
	Training – <a href="#">Board Training Link</a> (done before Sept. 1) BOY Board Member Training: <b>Board Governance</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> <a href="#">Board Checklist</a></li> <li><input type="checkbox"/> <a href="#">Charter</a></li> <li><input type="checkbox"/> <a href="#">Bylaws</a></li> <li><input type="checkbox"/> <a href="#">Board Policy</a></li> <li><input type="checkbox"/> <a href="#">Communication Chart</a></li> <li><input type="checkbox"/> <b>Employee Management</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> <a href="#">School Vision and Goals</a></li> <li><input type="checkbox"/> <a href="#">Executive Admin Expectations</a></li> </ul> </li> </ul> Board organization:	As Needed	10 Min

**DASA Governing Board Minutes**  
**December 19, 2024**  
**5:30 PM-7:00 PM**  
**Boardroom (Gym Side of Big DaVinci)**  
**[Zoom Link for board meeting](#)**

- [The Google Board Folder](#), website, and calendar
- 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](#)
- [Committee Training](#)

**Finance Training:**

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

**DASA Governing Board Minutes**  
**December 19, 2024**  
**5:30 PM-7:00 PM**  
**Boardroom (Gym Side of Big DaVinci)**  
**[Zoom Link for board meeting](#)**

	<p>Finance Policies and Processes:</p> <ul style="list-style-type: none"><li><input type="checkbox"/> <a href="#">Cash handling process at the schools</a></li><li><input type="checkbox"/> <a href="#">finance committee</a></li><li><input type="checkbox"/> <a href="#">Restricted funds and tracking</a></li><li><input type="checkbox"/> <a href="#">School fees and tracking and policy and calendar</a></li><li><input type="checkbox"/> <a href="#">Financial, Debt, Risk Management, and Disclosure Policy</a></li><li><input type="checkbox"/> <a href="#">Financial Policy and Procedures</a></li><li><input type="checkbox"/> <a href="#">Procurement Policy</a></li><li><input type="checkbox"/> <a href="#">Fraud hotline and define fraud</a></li></ul> <p>Third Party Vendor Policy and Process:</p> <ul style="list-style-type: none"><li><input type="checkbox"/> <a href="#">Vendor Policy</a> and <a href="#">Contracts</a> and <a href="#">Vendor Training</a> and <a href="#">Checklist</a></li></ul> <p>Please sign these forms by clicking on here:</p> <ul style="list-style-type: none"><li><input type="checkbox"/> <a href="#">Acceptable Use Form</a></li><li><input type="checkbox"/> <a href="#">Code of Conduct</a></li><li><input type="checkbox"/> <a href="#">Confidentiality Agreement Form</a></li></ul>		
--	---	--	--

Item#    Subject

**DASA Governing Board Minutes**  
**December 19, 2024**  
**5:30 PM-7:00 PM**  
**Boardroom (Gym Side of Big DaVinci)**  
[Zoom Link for board meeting](#)

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.		

**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.