

**DASA Governing Board Minutes**  
**October 24, 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 <a href="#"><u>September 19, 2024</u></a> Board Minutes	Charlie Ewert	5 Min
5.	Review FY25 Budget Financial Duties <ul style="list-style-type: none"> <li>● Budget Summary</li> <li>● Budget Detail</li> <li>● Finance Committee Meeting Notes</li> </ul>	Alison Workman	5 Min
6.	Policy updates–None	Fred	0 Min
7.	Approvals–None	Fred	0 Min
8.	Closed Meeting Per State Code 52-4-205  Listed reasons under State Code <ul style="list-style-type: none"> <li>● Sale or purchase of property</li> <li>● Legal strategy</li> </ul> *To enter closed meeting procedures	Alex	20 Min

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	<ul style="list-style-type: none"> <li>• Roll call—state name and vote to enter a closed meeting or vote not to enter closed meeting—note this on minutes</li> <li>• Two thirds of board members present vote to approve to enter closed meeting</li> <li>• A closed meeting may be closed by a majority of members present</li> </ul> <a href="#"><u>Land Purchase</u></a>		
9.	<a href="#"><u>DASA 5-Year Plan Work Group</u></a>	Fred	20 Min
10.	State Board Updates <ul style="list-style-type: none"> <li>• <a href="#"><u>October Board Summary</u></a></li> </ul>	Fred	2 Min
11.	Good Times: Secondary: <ul style="list-style-type: none"> <li>• 97% Freshman passed Q1 of Math</li> <li>• Ranked in the top 18% 9-12</li> <li>• Added AP and student support personnel are having a major positive impact on students and academics</li> </ul> Flex  Elementary	Mattison, Paul, Katie	
	Training – <a href="#"><u>Board Training Link</u></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="#"><u>Board Checklist</u></a></li> <li><input type="checkbox"/> <a href="#"><u>Charter</u></a></li> <li><input type="checkbox"/> <a href="#"><u>Bylaws</u></a></li> </ul>	As Needed	10 Min

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	<ul style="list-style-type: none"><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> <p>Board organization:</p> <ul style="list-style-type: none"><li><input type="checkbox"/> <a href="#">The Google Board Folder</a>, website, and calendar</li><li><input type="checkbox"/> emails</li><li><input type="checkbox"/> <a href="#">UCAP</a></li><li><input type="checkbox"/> <a href="#">Background checks</a></li></ul> <p><b>Board Calendaring:</b></p> <ul style="list-style-type: none"><li><input type="checkbox"/> <a href="#">Board Calendar Reviewed and approved each August</a></li></ul> <p>Required trainings:</p> <ul style="list-style-type: none"><li><input type="checkbox"/> August ethics training-- <a href="#">Annual board commitment to abide by ethical behavior</a></li><li><input type="checkbox"/> <a href="#">Open and Public Meeting Training</a></li><li><input type="checkbox"/> Land trust Training<ul style="list-style-type: none"><li>o <a href="#">Video--Land Trust Responsibilities</a>–</li><li>o <a href="#">Video--Data-driven decisions</a></li><li>o handouts--<ul style="list-style-type: none"><li>■ <a href="#">Local Board Guidelines</a></li><li>■ <a href="#">Appropriate Expenditures</a></li></ul></li></ul></li><li><input type="checkbox"/> <a href="#">Fraud Training</a></li><li><input type="checkbox"/> <a href="#">Audit Training</a></li><li><input type="checkbox"/> <a href="#">Committee Training</a></li></ul>		
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**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](#)
- ☐ [Financial Policy and Procedures](#)
- ☐ [Procurement Policy](#)
- ☐ [Fraud hotline and define fraud](#)

**Third Party Vendor Policy and Process:**

- ☐ [Vendor Policy](#) and [Contracts](#) and [Vendor Training](#) and [Checklist](#)

**Please sign these forms by clicking on here:**

- ☐ [Acceptable Use Form](#)
- ☐ [Code of Conduct](#)
- ☐ [Confidentiality Agreement Form](#)

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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.		

**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.

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