

**DASA Governing Board Minutes**  
**May 15, 2025**  
**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 <ul style="list-style-type: none"><li>• Reminder of Graduation next Thursday at 7 pm at Peery Egyptian Theatre</li></ul>	Student Gov't	5 Min
4.	Review and approve <a href="#"><u>April 17, 2025 Proposed Board Minutes</u></a>	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></ul>	Alison Workman	5 Min
6.	Policy Approvals/Updates <ul style="list-style-type: none"><li>• <a href="#"><u>2025 Counselor Report</u></a></li><li>• <a href="#"><u>CIPA Review and Training</u></a></li></ul>	Simon	5 Min
7.	<a href="#"><u>DASA 5-Year Plan Work Group</u></a> <ul style="list-style-type: none"><li>• Update from committee–<a href="#"><u>plan with notes</u></a></li></ul>	Holly	5 Min
8.	Closed Meeting Per State Code 52-4-205	Fred	30 Min

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	<p>Listed reasons under State Code</p> <ul style="list-style-type: none"> <li>● Discuss proposed development agreement</li> </ul> <p>*To enter closed meeting procedures</p> <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>		
9.	<p>Good Times:  Elementary:  Flex:  Secondary:</p>	Mattison, Paul, Katie	
10.	<p>Training – <a href="#">Board Training Link</a> (done before Sept. 1) BOY</p> <p>Board Member Training:</p> <p><b>Board Governance</b></p> <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> <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> </ul>	As Needed	10 Min

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	<div><input type="checkbox"/> emails</div> <div><input type="checkbox"/> <a href="#">UCAP</a></div> <div><input type="checkbox"/> <a href="#">Background checks</a></div> <div><b>Board Calendaring:</b></div> <div><input type="checkbox"/> <a href="#">Board Calendar Reviewed and approved each August</a></div> <div><b>Required trainings:</b></div> <div><input type="checkbox"/> August ethics training--<a href="#">Annual board commitment to abide by ethical behavior</a></div> <div><input type="checkbox"/> <a href="#">Open and Public Meeting Training</a></div> <div><input type="checkbox"/> Land trust Training<ul style="list-style-type: none"><li><input type="checkbox"/> <a href="#">Video--Land Trust Responsibilities-</a></li><li><input type="checkbox"/> <a href="#">Video--Data-driven decisions</a></li><li><input type="checkbox"/> handouts--<ul style="list-style-type: none"><li><input type="checkbox"/> <a href="#">Local Board Guidelines</a></li><li><input type="checkbox"/> <a href="#">Appropriate Expenditures</a></li></ul></li></ul></div> <div><input type="checkbox"/> <a href="#">Fraud Training</a></div> <div><input type="checkbox"/> <a href="#">Audit Training</a></div> <div><input type="checkbox"/> <a href="#">Committee Training</a></div> <div><b>Finance Training:</b></div> <div><input type="checkbox"/> <a href="#">Financial PowerPoint</a>--State Created</div> <div><input type="checkbox"/> <a href="#">Budget Review</a></div> <div><input type="checkbox"/> <a href="#">Budget Detail Video</a></div> <div><b>Finance Policies and Processes:</b></div>		
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	<ul style="list-style-type: none"> <li><input type="checkbox"/> <a href="#"><u>Cash handling process at the schools</u></a></li> <li><input type="checkbox"/> <a href="#"><u>finance committee</u></a></li> <li><input type="checkbox"/> <a href="#"><u>Restricted funds and tracking</u></a></li> <li><input type="checkbox"/> <a href="#"><u>School fees and tracking and policy and calendar</u></a></li> <li><input type="checkbox"/> <a href="#"><u>Financial, Debt, Risk Management, and Disclosure Policy</u></a></li> <li><input type="checkbox"/> <a href="#"><u>Financial Policy and Procedures</u></a></li> <li><input type="checkbox"/> <a href="#"><u>Procurement Policy</u></a></li> <li><input type="checkbox"/> <a href="#"><u>Fraud hotline and define fraud</u></a></li> </ul> <p>Third Party Vendor Policy and Process:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> <a href="#"><u>Vendor Policy</u></a> and <a href="#"><u>Contracts</u></a> and <a href="#"><u>Vendor Training</u></a> and <a href="#"><u>Checklist</u></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="#"><u>Acceptable Use Form</u></a></li> <li><input type="checkbox"/> <a href="#"><u>Code of Conduct</u></a></li> <li><input type="checkbox"/> <a href="#"><u>Confidentiality Agreement Form</u></a></li> </ul>		
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Item#    Subject

Decision Log

Decision/Description	Pass/Fail

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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.