

DASA Governing Board Minutes
January 15, 2026
5:30 PM - 6:30 PM
DaVinci Academy Board Room - Room 209
2033 Grant Ave. Ogden, UT 84401
[Zoom Link for board meeting](#)

Attendees/Invitees			
	Alex Crowley - President - Parent Member	**	Gail Niklason, Community Member
	Holly Okuhara -Vice President - Parent Member	*	Oscar Mata, Community Member
	Catherine Clark - Treasurer - Parent Member		Naomi Anson, Director of Secondary
	Kerry Roberts, Parent Member		Simon Post, Executive Administrator
	Natalie Wilson, Community Member		Brian Cates, Business Manager
	Paul Goggi and Mattison Whitlock, Faculty Reps.	*	Xanti Cabrera, Student Body President (or designate)

*Not in attendance

**On Zoom Link

AGENDA TOPICS

1.	Welcome Guests	Alex Crowley	1 Min
2.	Public Comment	Alex Crowley	1-5 Min
3.	Student Report	Student Gov't	1-5 Min
4.	Review and approve Minutes November 20, 2025 (Proposed) <ul style="list-style-type: none"> ○ Holly motion, Kerry 2nd, all in favor 	Alex Crowley	1-5 Min
5.	Review FY26 Budget Financial Duties <ul style="list-style-type: none"> ● Budget Summary ● Budget Detail <p>Forecast questions Trued up allotment was favorable PTIF fund Not expending those funds this fiscal year Delayed maintenance projects could chew up a bunch of those funds Admin team to get some bids for maintenance projects Salaries are trending right where Simon wants Speech services are still insanely expensive Nicole is looking into options Looking at bonds, have some advisors to present in April to look at options</p>	Catherine Clark	5 Min
6.	Open Secretary Positions - nomination and vote Kerry Roberts offered to take the position. All board members voted on paper, Gail via the chat. The voting was unanimous for Kerry to be Secretary.	Alex Crowley	5 Min
7.	Curriculum Committee Approvals <ul style="list-style-type: none"> ● Library Recommendations 	Simon Post	5 - 10 Min

	<p>Curriculum committee supported the list unanimously</p> <ul style="list-style-type: none"> ● Motion to approve the library recommendations as listed <ul style="list-style-type: none"> ○ Gail motion, Catherine 2nd, all in favor 		
8.	<p>Policy Updates - Revisions</p> <ul style="list-style-type: none"> ● 306 - Wellness Policy - Rewrite <p>Continued improvements on school lunch especially for those who struggle with meals at home Simon feels that everything feels reasonable for the staff, some is idealistic Playground for elementary as a part of wellness Motion to approve the wellness policy as written</p> <ul style="list-style-type: none"> ○ Holly motion, Gail 2nd, all in favor <ul style="list-style-type: none"> ● 119 - Service Animal Policy <p>USBE states that we need a policy This states what animals are allowed as service animals Motion to adopt policy as written</p> <ul style="list-style-type: none"> ○ Kerry motion, Catherine 2nd, all in favor 	Simon Post	10 Min
9.	<p>School Fee Proposal FY27 Discussion #1</p> <ul style="list-style-type: none"> ● FY27 Fee Schedule (Proposed) <p>No motion or approval needed tonight, just have to look at this twice before voting These are exactly the same as this current school year- no changes Simon would like to lower them even more Will vote in March Simon will talk to Erika about increasing the elementary teacher classroom supply budget Let Simon know if you have any comments or concerns</p>	Simon Post	10 Min
10.	<p>Corrective Action Plan - Land Trust</p> <ul style="list-style-type: none"> ● Updates to the election process (approval needed) <p>Authority came back with updates that were needed Election process- all yellow highlighted are updates</p>	Simon Post	5 Min

	<ul style="list-style-type: none"> ○ School board must approve the rules order land trust council ○ School board could act as the land trust council moving forward next year- pretty common for charters to do this- Lets decide in august <p>Motion to adopt the land trust election procedures</p> <ul style="list-style-type: none"> ○ Holly motion, Kerry 2nd, all in favor 		
11.	<p>Site License Approval - M Newton Math teacher who has taught here for 4 years, site license Motion to approve site license for M Newton Catherine motion, Natalie 2nd, all in favor</p>	Simon Post	5 Min
12.	<p>Strategic Plan Update Surveys created, post secondary, exit surveys, career pathways, 8th grade flex program- tons of interest, announcement will be tomorrow 30 kids will put us over cap Will go to state charter board in July to ask for a 100 kid increase, it will allow for flexibility Holly thinks we should promote it on social media across the school Marketing- Hired Chelsea to help with that Pay scale increases, waiting on legislator Board candidates for board next year</p>	Simon Post	10 Min
13.	<p>Brief Discussion on February Meeting Time No adjustment to February Meeting Time</p>	Simon Post	3 Min
14.	<p>Good Times: DaVinci Academy: Elementary: Flex: Secondary:</p>	Mattison, Paul, Naomi	
15.	<p>Training - Reminders on Training Requirement and to update Bio's for the website as we clean that up</p> <ul style="list-style-type: none"> ● Require all current and new members to complete by September 1 – Board Training 	Simon	5 Min

[Link](#)

Board Member Training:

Board Governance:

- [Board Checklist](#)
- [Charter](#)
- [Bylaws](#)
- [Board Policy](#)
- [Communication Chart](#)
- Employee Management
 - [School Vision and Goals](#)
 - [Executive Admin Expectations](#)

Board organization:

- [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](#)

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