

**Approved - DASA Governing Board Minutes**  
**March 19, 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 - Secretary - 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.	<p>Review and approve <a href="#">Minutes February 19, 2026 (Proposed)</a></p> <ul style="list-style-type: none"> <li>■ Motion to approve pending the name correction- Holly, Kerry 2nd, all in favor</li> </ul>	Alex Crowley	1-5 Min
5.	<p>Review FY26 Budget Financial Duties</p> <ul style="list-style-type: none"> <li>● <a href="#">Budget Summary</a></li> <li>● <a href="#">Budget Detail</a></li> <li>● <a href="#">Annual Fraud Risk Assessment</a></li> <li>● Fraud risk assessment- office of state treasurer and audit                             <ul style="list-style-type: none"> <li>○ It has not changed from previous year</li> <li>○ In a very low risk category</li> <li>○ Points we did not get are not applicable to us as a small charter</li> </ul> </li> <li>● Summary- everything is still looking good                             <ul style="list-style-type: none"> <li>○ Everything is trending strong</li> <li>○ Will continue to request restricted funds as they are spending down in an appropriate and compliant way</li> <li>○ IDEA came in about \$5,000 more than we had budgeted</li> </ul> </li> </ul>	Catherine Clark	5 Min
6.	<p>Curriculum Committee Approvals</p> <ul style="list-style-type: none"> <li>● <a href="#">Library Recommendations</a></li> </ul>	Simon Post	5 - 10 Min

	<ul style="list-style-type: none"> <li>■ Motion to approve library list as listed - Kerry, 2nd Holly, all in favor</li> </ul>		
7.	<p><b>Policy Approvals/Updates</b></p> <ul style="list-style-type: none"> <li>● <a href="#">FY27 Land Trust Plan</a></li> <li>● We come up with academic needs- math and reading at elementary level, math at secondary level</li> <li>● One big change- state increased the disbursement to \$245,000 <ul style="list-style-type: none"> <li>○ Anson proposed taking the extra revenue go towards double math for 8th graders. Will be tracking the current 7th graders data to see if it is beneficial</li> </ul> </li> <li>● Land trust training about rules about land trust <ul style="list-style-type: none"> <li>○ Fill out assurances that board members have been trained</li> </ul> </li> <li>● Motion to approve land trust plan as submitted- Holly, 2nd Oscar, all in favor</li> <li>● <a href="#">FY27 Teacher Salary Schedule Propose</a></li> <li>● New money we are expecting next year is \$400,000 <ul style="list-style-type: none"> <li>○ They are also take away 2 grants- \$70,000</li> </ul> </li> <li>● This salary schedule shows 3-3.5% increase in salary</li> <li>● Oscar asked if the numbers are based off if every teachers comes back- yes</li> <li>● State asked for schools to be at 66% and we are at 75% right now</li> <li>● Funding discrepancies between charters and districts, we get less than the district, and we make our mortgage and lease payments out of the same pool of money</li> <li>● Comparing to other charter school, Simon says we are ahead of the others, but they pay their employees to not take insurance</li> <li>● Showing appreciation in other ways- like bonuses</li> </ul>	Simon Post	10 Min

	<ul style="list-style-type: none"> <li>○ Motion to approve teacher salary schedule as presented, Oscar, 2nd Kerry, all in favor</li> <li>● <a href="#">Small Expansion Application Approval</a></li> </ul> <p>Executive committee has been working on updating the bylaws  If we approve the bylaws we have to update the charter agreement  Simon hopes to have the bylaws updated and approved by the board  Once that is done then we will need to amend the charter agreement along with increase the total enrollment cap at the same time</p>		
8.	<p>School Fee Proposal FY27 Discussion #3 Final Approval</p> <ul style="list-style-type: none"> <li>● <a href="#">FY27 Fee Schedule (Proposed)</a></li> </ul> <p>Nothing is changed, nothing came out of the legislative session  Motion to approve the school fee proposal as listed, Kerry, 2nd- Holly, all in favor</p>	Simon Post	10 Min
9.	<p>Potential Closed Session - Land Use Discussion, Legal Strategy - Omitted from Discussion</p>	Alex Crowley	10 Min
10.	<p>Good Times:  DaVinci Academy:  Elementary:  Flex:  Secondary:</p>	Mattison, Paul, Naomi	
11.	<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"> <li>● Require all current and new members to complete by September 1 – <a href="#">Board Training Link</a></li> </ul> <p>Board Member Training:</p>	Simon	5 Min

**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](#)
- [Budget Detail Video](#)

**Finance Policies and Processes:**

	<input type="checkbox"/> <a href="#">Cash handling process at the schools</a> <input type="checkbox"/> <a href="#">finance committee</a> <input type="checkbox"/> <a href="#">Restricted funds and tracking</a> <input type="checkbox"/> <a href="#">School fees and tracking and policy and calendar</a> <input type="checkbox"/> <a href="#">Financial, Debt, Risk Management, and Disclosure Policy</a> <input type="checkbox"/> <a href="#">Financial Policy and Procedures</a> <input type="checkbox"/> <a href="#">Procurement Policy</a> <input type="checkbox"/> <a href="#">Fraud hotline and define fraud</a>		
	<p>Third Party Vendor Policy and Process:</p> <input type="checkbox"/> <a href="#">Vendor Policy</a> and <a href="#">Contracts</a> and <a href="#">Vendor Training</a> and <a href="#">Checklist</a>		
	<p>Please sign these forms by clicking on here:</p> <input type="checkbox"/> <a href="#">Acceptable Use Form</a> <input type="checkbox"/> <a href="#">Code of Conduct</a> <input type="checkbox"/> <a href="#">Confidentiality Agreement Form</a>		

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.