

Minutes - DASA Governing Board Meeting

May 20, 2026

5:00 PM - 6:00 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.	Review and approve Minutes April 16, 2026 (Proposed) ○ Motion to approve Holly, 2nd Natalie, all in favor	Alex Crowley	1-5 Min
5.	Review FY26 Budget Financial Duties ● Budget Summary ● Budget Detail ● Quick Preview of FY27 Budget Capital expenditures, slight downturn in operating margin. Everything is in line with what we'd expect this time of year. Fed rev is much lower due to reimbursement basis, it will go through the summer Cash reserves are strong. PTIF overall rates are similar to what we have seen all year. Enrollment is at 1,261 at end of April. Alex is pushing to amortize as much as possible . Brian is in constant communication with auditors on what can and can't be capitalized.	Catherine Clark	5 Min
6.	Strategic Plan Update Simon- school wide great progress, new website, Katie- expanded to 8th grade, keeping current staff and buildings and was successful Naomi- concurrent enrollment, top 1% in utah, number 2 school, right behind newames- diversity in community and amount of AP classes. CTE certifications in 200's for this year	Simon Post Naomi Anson Erika Kortman Katie Chappell	20 Min

	Erika- Early learning goals, maintain 1st graders in MNF- Killed the goal by 30%. Aqd- 12% over goal- MET ALL 3 GOALS		
7.	Building Needs Assessment • Middle D Options Items are in 2 camps- affordable and major Big d- nothing major Kaysville- permanent location, looking for real estate, we pay a lot of repairs in lease Elementary- proposals for additional space Elementary- Catherine asked about the corner, simon has meeting with traffic and attorney Change of pick up was happening. Have to start with traffic study for crossing guard. Flashing light was the easy piece, Additional playground space- just fence it in for now for safety Space options- simon says if we want to move forward to look at timelines need drawings in the fall Next week meeting with city will have licensing agreement for parking	Simon Post	15 Min
8.	Legislative Update	Simon Post	10 Min
9.	Policy Approvals/Updates • 206 - Curriculum Policy Graduation Requirements Adjustment Motion to approve updated curriculum policy for graduation requirements Kerry, 2nd Holly, all in favor • 2026 Counseling Report Motion to approve the 2026 counseling report Catherine, 2nd Kerry, all in favor • 118 - Grievance Policy - Revisions 3.1.2- wants that form 10 days to 30 days to give more flexibility- live updates Motion to approve grievance policy revisions as outlined Catherine, Holly 2nd, all in favor • 313 - Independent Educational Evaluation Policy	Simon Post/Naomi Anson	15 Min

	Motion to approve IEE policy as presented Kerry, 2nd Natalie, all in favor ● CIPA Review and Training We comply with all the requirements and its been refreshed Motion to approve that we reviewed the CIPA review as updated Holly, 2nd Kerry, all in favor		
10.	Bylaws Review Holly says it is uncomfortable to say “hey sorry you have a conflict of interest, you gotta go” Catherine says- citing conflict of interest, and codify why- this is in 4.15, disclosure, adding language in Simon said he talked to Fred and we want to put into language a conflict of interest document to sign. Gives us safety going forward. Kerry suggests strengthening (immediate family members) based on feedback. But keeping definitions in either option. Initial conversation. Executive committee reviews it and will have it for June Meeting at the start	Simon Post	15 Min
11.	Good Times: DaVinci Academy: Elementary: Flex: Secondary:	Mattison, Paul, Naomi	
12.	Training - Reminders on Training Requirement and to update Bio’s for the website as we clean that up ● Require all current and new members to complete by September 1 – Board Training 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](#)
☐ [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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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.