

Approved DaVinci Board Meeting Minutes

June 14, 2026

1:00 PM - 3:00 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 May 20, 2026 • Motion to approve May meeting Oscar, Holly 2nd, all in favor	Alex Crowley	1-5 Min
5.	Review FY26 Budget Financial Duties • Budget Summary • Budget Detail Budget Review- in a good spot, 25,000 in this month. Reimbursements will continue to come in. Current year, everything is running well. Forecast moved up- Brian had to move some things around. 300,000 in cushion, 100,000 stayed, moved 200,000. Cash on hand position- really good. Best year that we've ran. Spending a lot of money right now- roof, HVAC, curriculum. • FY26 Budget Final Approval Motion to approve FY26 forecast as FINAL FY26 budget Catherine, 2nd Kerry, all in favor • FY27 Budget Approval Motion to approve FY27 budget with change to interest on investments from \$275,000 to \$100,000 Oscar, 2nd Kerry, all in favor - Brian will draft a new one to be submitted	Catherine Clark	5 Min
6.	Bylaws Discussion and Approval • Proposed Bylaws 4.14 Eligibility- what is required of you, annual conflict of interest disclosure statement, Expanded to relations with employees- right to notify the board if any changes Motion to approve the proposed	Alex Crowley	20 Min

	bylaws as written and presented Holly, 2nd Natalie, all in favor • Conflict of Interest Statement		
7.	Policy Approvals/Updates • FY27 TSSA Plan Approval K-3 reading goals on tssa plan, 10th grade math, k-6 math- align to title 1 Motion to approve 26-27 TSSA plan as presented Gail, 2nd Oscar, all in favor • 309 - Electronic Device Policy - Revisions All electronics are banned during the school day, it will be confiscated for the day. Holly would like an update in the 1st quarter. Motion to approve electronic device policy as presented with revisions to match the state law Oscar, 2nd Kerry, all in favor • 407 - Conflict of Interest Policy - Update Motion to approve conflict of interest policy as written Holly, 2nd Natalie, all in favor • 607 - Language Access Policy Assurances document- we will help parents with language barriers, we will have interpreters. Shouldn't have kids to translate. Motion to approve language access policy as written Kerry, 2nd Holly, all in favor	Simon Post	15 Min
8.	Board Election Results and Discussion 66 parents participated - All had a majority yes. This was on top of 100 signatures. Kelly- secondary parent, works for ogden city. Becky- served on curriculum committee- parent of 1st grader, works for online charter school- teacher. Motion to accept the election results and seat the 3 candidates Oscar, 2nd Cate, all in favor, Holly Abstained	Kerry Roberts	10 Min
9.	Closed Meeting Per State Code 52-4-205 Listed reasons under State Code • Discuss Personnel Performance of	Alex Crowley	15 Min

	Certain Employees Motion to enter closed session to discuss personnel Natalie, yes, Oscar Yes, Cate yes, Kerry yes, Holly Yes, Gail Yes, Alex Yes Motion to exit closed session by Oscar seconded by Natalie all in favor. Return to Open Session - Motion to approve staff bonuses per the recommendation sheet prepared by administration. Motion by Oscar seconded by Gail. All in favor.		
10.	Good Times: DaVinci Academy: Elementary: Flex: Secondary:	Mattison, Paul, Naomi	
11.	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](#)

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.