

Approved - DASA Governing Board Meeting Minutes

August 20, 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		Kelli Pendleton, Parent Member
	Catherine Clark - Treasurer - Parent Member		Becki Bowers, Parent Member
	Kerry Roberts - Secretary - Parent Member		Simon Post, Executive Administrator
	Natalie Wilson, Community Member		Brian Cates, Business Manager
			Naomi Anson, Director of Secondary
	Paul Goggi and Mattison Whitlock, Faculty Reps.		??, 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 June 14, 2026 Motion to approve minutes as presented Holly, 2nd Cate, All in favor	Alex Crowley	1-5 Min
5.	2026-2027 Board Office Elections Oath of Office - Required Form Conducted at the start of meeting as were the oath's of office. Results will be tabulated by Kerry Roberts as board secretary and shared in an email to board members.	Public Notary & Kerry Roberts	5 Min
6.	Review FY27 Budget Financial Duties Budget Summary Budget Detail Enrollment at 1,320, new number was approved primarily for flex, Fully staffed, Audits began, requested items sent, PTIF is just under 4%, 2.4% operating margin, True up coming in November, Enrollment increase is due to the flex program- was approved and they talked about how exceptional they were doing	Catherine Clark	15 Min
7.	Bond Refinance Discussion and Consideration School has a great fund balance Certain bonds can be targeted or refinance Don't want to refund or restructure anything below 4% Will save a little bit of money, by not letting them sit If we can get a 3.5% interest rate	Alex Crowley & David Robertson	10 Min

	To get the transaction ready, application is 30,000\$- goes to finance authority, we would get it back to the school once we issue the bonds to our funds balance Best time is January or July- we could have it all ready by January 2.6 million potential savings on redemption- is that expected to be actual cash savings? ■ It is the future cash outlays over the next 20 years? Yes ALex's recommendation is to pay off the last 2 that are at 4% Refinance/refund the 5% ones They will be 2 separate transactions First one is take all the bolded ones at 5% coupon, reducing the interest rate by \$20,000 per year 2nd one is to take cash and pay the bottom 2 that are at a 4% rate Motion to approve LRB to prepare the bond refinance package and if they can achieve a 3.5% coupon rate on the refinance they have the authority to execute the refinance Kelly, 2nd Gail, all in favor Motion to over the next year at the majority approval of exec committee that davinci repay or call april 2047 and april 2046 bonds using reserve funds Gail, 2nd Natalie, all in favor		
8.	Policy Approvals/Updates ● 301 - Emergency Recovery Plan Have to have 4 areas of how we reestablish the school, Net new policy Motion to approve policy as presented Gail, Kerry 2nd, all in favor ● 420 - Site Licensing Policy Educator licensing for when we need flexibility to fill positions We then report the % on our website License and endorsements all have to be approved by the state Board approves it then Simon take to state board to be approved Kerry asked if they can be re endorsed every 3 years over and over again- yes	Simon Post	10 Min

	Motion to approve policy as presented Kelly, 2nd Natalie, All in favor		
9.	2026-2027 - Site License Applications Approval needed Some of them had been told that they could be on it forever Most are endorsements for specific classes Motion to approve site license applications Kerry, 2nd Becky, all in favor	Simon Post	10 Min
10.	Discussion on RFP for Middle D Expansion Design and Engineering Add 4 classrooms, and 1.5 million RFP is for \$144,370 for engineering and architecture costs on northwest corner Needs to start quick if they want it open by fall of 2027 It is a relative small addition and it could come together fast and easy Ogden city will take a couple months for site plan approval Plans would need to go to state for permit state fire marshalls office then builder permit Cate asked about construction admin fee required by virtue of the construction- only will be billed for what hours are used Simon said this was the only bid that came in and feels really good about it. They have worked on our building before with the construction company. They will start executing it immediately Kerry asked about the loan process, this \$144,000 will come out of our operating budget- will wait on knowing the costs right not its 1.4 million ish. Construction costs are stable at the moment. Simon will ask Brian on timeline to get that revolving loan from the state. Interest rate is 2%.	Simon Post Josh Jensen - Silverpeak Engineering	10 Min
11.	Discussion on progress of marketing rebrand DaVinci Academy Brand Guideline	Simon Post	5 Min

	Working on this. We are about 70% to our goal. Very happy with the results thus far.		
12.	Board Meeting Schedule Review - Strategic Plan Updates Simon will send email with calendar for the year.	Simon Post	5 Min
13.	Good Times: DaVinci Academy: Elementary: Flex: Secondary:	Mattison, Paul, Naomi	
14.	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.		
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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.