

DaVinci Academy of Science & the Arts

2033 Grant Ave., Ogden, UT 84401

801-409-0700 / www.davinciacademy.org

Board meetings will be in the bandroom

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DASA Governing Board Minutes
August 9, 2021
5:00 PM-7:00 PM
Boardroom (Gymside of Big DaVinci)
[Zoom Link for board meeting](#)

Attendees/Invitees			
	Leah Murray, President/ Parent Member		Jennifer Bodine/Parent Member
	Patricia Olsen, Treasurer/ Community Member		Juston Rindlesbach/Parent Member
	Sally Shigley, Vice President/Parent Member		
	Charlie Ewert, Secretary/Parent Member		
	Paul Goggi and Mattison Shutt, Faculty Representatives		Fred Donaldson, EA
*	Chris Crockett, Community Member	*	Casey Holmes, Business Manager
	Rachael Pust, Parent Member		Student President
	Sarah Steimel. Parent Member		

*Not in attendance

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1.	Welcome Guests	Leah Murray	5 Min
2.	Public Comment		5 Min
3.	Review and approve June 14, 2021 Board Minutes Charlie made the motion to approve the June board minutes, Trish seconded, all in favor, and none opposed.	Charlie Ewert	5 min
4.	COVID-19 Discussion and Plan <ul style="list-style-type: none"> • State and local guidelines <ul style="list-style-type: none"> ○ Our plan for approval Charlie made the motion to approve the Covid Plan with the approved edits, Sarah seconded, all in favor, and none opposed.	Fred Donaldson	10 min
5.	Board Governance <ul style="list-style-type: none"> • Bylaws • Board Policy • Employee Management <ul style="list-style-type: none"> ○ School Vision ○ School Goals ○ EA Goals <p>Board organization:</p> <ul style="list-style-type: none"> • The Google Board Folder, website, and calendar • emails • UCAP • Background checks <p>Board Training:</p> <ul style="list-style-type: none"> • Board Calendar Reviewed and approved each August • August ethics training--Annual board commitment to abide by ethical behavior • Open and Public Meeting Training 		

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	<ul style="list-style-type: none"> ● Land trust Training <ul style="list-style-type: none"> ○ Video--Land Trust Responsibilities- ○ Video--Data-driven decisions ○ handouts-- <ul style="list-style-type: none"> ■ Local Board Guidelines ■ Appropriate Expenditures ● Fraud Training ● Audit Training 		
5.	Review FY22 Budget Financial Duties <ul style="list-style-type: none"> ● Proposed FY22 Budget ● Finance Training <ul style="list-style-type: none"> ○ 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 ○ how to read the budget ○ Fraud hotline and define fraud ○ Board governance on finances 	Trish	15min
7.	Board Calendar Review <ul style="list-style-type: none"> ● Board Calendar Reviewed and approved each August 	Fred	10 min
8.	Committee Structure	Fred	10 min
9,	Policy updates <ul style="list-style-type: none"> ● Fraud hotline 		

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10.	<p>Early Literacy Goals</p> <ul style="list-style-type: none"> • Our Early Literacy Plan for Approval <p>Charlie made the motion to approve the Early Literacy Plan, Rachael seconded, all in favor, and none opposed.</p>		
11.	<p>Training 15 min</p> <p>Review</p> <p>Board Calendar Reviewed and approved each August</p> <p>Board organization:</p> <ul style="list-style-type: none"> • The Google Board Folder, website, and calendar • emails • UCAP • Background checks <p>Required trainings:</p> <ul style="list-style-type: none"> • August ethics training--Annual board commitment to abide by ethical behavior • Open and Public Meeting Training • Land trust Training <ul style="list-style-type: none"> ○ Video--Land Trust Responsibilities - ○ Video--Data-driven decisions ○ handouts-- <ul style="list-style-type: none"> ■ Local Board Guidelines ■ Appropriate Expenditures • Fraud Training • Audit Training <p>Finance Training:</p> <ul style="list-style-type: none"> • Use Budget Summary and Detail as the cheat sheet each month with highlighted areas of concern. • Train on these finance topics: <ul style="list-style-type: none"> ○ Restricted funds and tracking 		

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	<ul style="list-style-type: none"> ○ School fees and tracking and policy and calendar ○ Finance policies and update if needed ○ Cash handling process at the schools ○ finance committee
9..	<p>Adjournment</p> <p>Trish made the motion to adjourn, Rachael seconded, all in favor, and none opposed.</p>

Item# Subject

Decision Log

Decision/Description	Pass/Fail

Next Meeting Agenda Topics

ITEM	Subject	Presenter
1.		
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,

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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.