**DASA Governing Board Agenda**

 **March 30, 2023**

**5:30 PM-7:00 PM**

**Boardroom (Gym Side of Big DaVinci)**

[**Zoom Link for board meeting**](https://us02web.zoom.us/j/81208838223?pwd=bGowc2tuV0wzTTFPQ3BSV1QvQjdsZz09)

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

\*Not in attendance

| 1. | Welcome Guests | Sarah Steimel | 5 Min |
| --- | --- | --- | --- |
| 2 | Public Comment |  | 5 Min |
| 3. | Review and approve [March 9, 2023](https://docs.google.com/document/d/1D93N-9IDOt1-kDLeZCdp3YhuX-VB5KIiZpyLv4D5IXE/edit?usp=sharing) Board Minutes | Charlie Ewert | 5 min |
| 4. | Grant Approvals–[FY24 Land Trust Plan](https://drive.google.com/file/d/1p2SqW7vJ2D3L2FFe9l2F_dd2f28_H43q/view?usp=share_link)–Need to Approve the FY24 Land Trust Plan | Fred Donaldson | 5 min |
| 5. | Review FY23 Budget * [Budget Summary](https://drive.google.com/file/d/1MhzlYhVVzOW5iv8Uul0fvHtPz085mXXC/view?usp=share_link)
* [Budget Detail](https://drive.google.com/file/d/12Iyl6r9Q5cMl4WsJRTjgH8iDyGRTV2Yj/view?usp=share_link)
 | Casey and Trish |  15min |
| 6. | Board Calendar Review–School Fees* [Board Calendar Reviewed and approved each August](http://www.davinciacademy.org/board-training-guide)
* [2022-2023 Spend Plan](https://drive.google.com/file/d/1HqccfgKLWXST3t42Ucb60KA5jbxApV1O/view?usp=sharing)
* [Proposed FY24 School Fee Schedule](https://drive.google.com/file/d/13cowqkhq1-Nf1vKtjWkFzHR7yJXP4QBY/view?usp=share_link)–Need to approve FY24 School Fee Schedule
 | Fred | 15 min |
| 8. | Policy updates* Electronic Meeting Policy Approval
* [Approve AmCan](https://drive.google.com/file/d/1rLVT9-5rY8TnRgDPvZW4yqqHdGoE5cM4/view?usp=share_link)–Amended and Restated Condominium Declaration for AmCan Condominiums
	+ the purpose of the amendment is to all the “E” building (or Lot 2) to be divided into office condominiums. This “E” building will continue to only have one representative vote in the condominium association.
	+ Need vote to allow me to sign on behalf of the board
 | Chris and Fred | 10 min |
| 9. | Licensing–Need to Approve LEA Specific Licenses for these teachers* [LEA Specific Licensing](https://docs.google.com/spreadsheets/d/1Ey_LouDhZAg4ujGLYtOj8StLyjg8g7HA/edit?usp=share_link&ouid=104457181187250364863&rtpof=true&sd=true)
* [LEA Letter](https://drive.google.com/file/d/1j5_8Oorcqs1KOiPIp6WMQdyImnUet3Zc/view?usp=share_link)
* [LEA Specific Licensing Policy](https://resources.finalsite.net/images/v1660578611/davinciacademyorg/euthtnixih4vhzclt9jd/dasalicensingpolicy.pdf)
 | Fred | 5 min |
| 10. | Closed Meeting Per State Code 52-4-204* Discuss real estate and lease negotiation
 | Fred | 20 min |
| 11. | [Program Good Times](https://drive.google.com/file/d/1RWdqS2mLNfJUdqCMocznnspz98zkf9nf/view?usp=share_link)* Secondary
* Elementary
* DaVinci Flex
 | Fred | 8 min |
| 12. | Training Topics– 15 min**Board Governance** * [**Bylaws**](https://drive.google.com/file/d/17JuUbu5MhlSwfXSimz10XHvMwhdL1gkZ/view?usp=sharing)
* [**Board Policy**](http://www.davinciacademy.org/Content2/12)
* **Employee Management**
	+ **School Vision**
	+ [**School Goals**](https://docs.google.com/document/d/18Jce8GOuiOXt8qIVQm970ef2G2Wcj4bwvgZV-eCVkqI/edit?usp=sharing)
	+ [**EA Goals**](https://docs.google.com/document/d/1Eg4t7US9mSbP4EKhzbomFbY8FhE1tdIgbO3StH8tZpg/edit?usp=sharing)

Board organization:* [The Google Board Folder](https://drive.google.com/drive/folders/0B_YRQAchyl58flhIYmRvZ0tpUy13X3ZIc1Vtc1NDVjI0MjNiaVdTemc0M2JUZzkwZzdtS1k?resourcekey=0-PZfenP0rj1rL-YUhrag8eQ&usp=sharing), website, and calendar
* emails
* [UCAP](https://ucap.schools.utah.gov/Account/Login)
* [Background checks](https://app.signnow.com/webapp/document/b0e98b6d368142f8be990735f78506909d7c3c4a?dispatched=true&mobileweb=app_or_mobileweb_choice&redirect_uri=https%253A%252F%252Fapp.signnow.com%252Fhtml%252Fthanks-for-signing%253Fdocument_id%253Db0e98b6d368142f8be990735f78506909d7c3c4a%2526access_token%253D946a455f755d4ed522ac039aaf210a8d8fcdcfb8f0670201cb2fa9d8d79e1101&sign=1)

**Board Calendaring:*** [Board Calendar Reviewed and approved each August](http://www.davinciacademy.org/Content2/190)

Required trainings:* August ethics training--[Annual board commitment to abide by ethical behavior](https://docs.google.com/document/d/1xjXfeYAtcC_eIYhLUSTlTuM8wEN2hmSVL7GBIn9j3Yc/edit?usp=sharing)
* [Open and Public Meeting Training](http://www.davinciacademy.org/docs/district/board%20meeting%20dcouments/open%20public%20meeting%20training.pdf?id=1985)
* Land trust Training
	+ [Video--Land Trust Responsibilities-](https://www.youtube.com/watch?v=waQYwIWCAYI)
	+ [Video--Data-driven decisions](https://mail.google.com/mail/u/0/?tab=om#inbox/WhctKJWQgldRWXlSnwBmJgnsMJkXlBMJGtGqsSnSQvxVHkQHcQgjbKzClcZLmVMDgzbstzB?projector=1)
	+ handouts--
		- [Local Board Guidelines](https://drive.google.com/file/d/1BL_YuCexe38tAGTQg-exJ7ajPmfmUrbK/view?usp=sharing)
		- [Appropriate Expenditures](https://drive.google.com/file/d/1NFNHL7Z7yR3-8O6lmYsb7DkJrSKDnbe9/view?usp=sharing)
* [Fraud Training](https://training.auditor.utah.gov/)
* [Audit Training](https://schools.utah.gov/internalaudit?mid=892&tid=5)

Finance Training:* Use Budget Summary and Detail as the cheat sheet each month with highlighted areas of concern.
* Train on these finance topics:
	+ [Restricted funds and tracking](https://docs.google.com/document/d/1cpdVYtXB9wZ9Rb0XtjFGtxYyba94CvPzQhJwvpyKBEk/edit)
	+ [School fees and tracking and policy and calendar](http://www.davinciacademy.org/Content2/388)
	+ Finance policies and update if needed
	+ [Cash handling process at the schools](https://docs.google.com/document/d/1tCCBW-Shqoi05TjCnQ62ksy1ht0aeRwJ5KDPA0DGp_Y/edit)
	+ [finance committee](https://docs.google.com/document/d/1uYGbbvlvHavR7zdaV99ivisRiMPsLPa4QeJ8NrXhV2I/edit)
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| 13. | Adjournment |

| Item# | Subject |
| --- | --- |

Decision Log

| Decision/Description | Pass/Fail |
| --- | --- |
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|  |  |
|  |  |

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, 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.