

DaVinci Academy of the Sciences and Arts
Board of Directors
BOARD MEETING MINUTES
2033 Grant Avenue Ogden, Utah 84401
801.409.0700
davinciacademy.org

Agenda/Minutes

Meeting Name: DASA Governing Board Meeting
Time keeper: Terryl Miller
Scribe: Terryl Miller – Secretary
Facilitator: Paula Dugan – President
Date: Wednesday, December 10, 2008
Time: 6:00 PM to 8:00 PM (Open Session)
Location: 2033 Grant Avenue, Ogden, UT 84401

Invitees/Attendees * in attendance, # absent, & excused (may call in)

*	Paula Dugan, (PD)	*	Iain Hueton (IH)
*	Eric Amsel (EA)	#	Mark DeCaria (MD)
*	Terryl Miller (TM)	*	Adam Johnston (AJ)
*	Carl Porter (CP)	*	Stanton Taylor (ST)
*	Steve Reaves (SR)	*	Kelly Taylor (KT)
		*	Stirling Miller (SM)

Meeting Ground Rules

- ⌚ Be on Time
- ☺ Everyone is equal
- ⊗ One Conversation at a time
- ☺ Respect the views of others
- ☺ Keep the discussion relevant

Agenda

Item No.	Subject	Presenter	Time
1.	Quorum Call and Welcome of Guests, Approval of Minutes from the Last Board Meeting	Paula Dugan	2 Min
2.	Introduction and Agenda Review	Terryl Miller	3 Min
3.	Student Government Report	Student Government	5 Min
4.	PTSO Report	PTSO Presidency	5 Min
5.	Financial Report Discussion and Vote on Reimbursement Resolution	Debbie Stark	10 Min
6.	Technology Report	Garen Kidd	5 Min
7.	Ombudsman	Maria Schwarz	__ Min

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8.	Open Public Comment		30 Min Max
9.	Open Student Comment		30 Min Max
10.	Director Report Status Report on Changes to Dress Code Introduction, discussion and vote on Architectural Plans for building	Jessie Kidd	30 Min
11.	President's Report Discussion and Vote on Building Purchase Agreements	Paula Dugan	15 Min
12.	Old Business – Action Items	Terryl Miller	5 Min
13.	New Business Committee Reports	Each Board Member	3 Min/Rp
14.	Adjournment from open session.	Paula Dugan	

Minutes

Agenda Item No.	Main Points, Conclusions/Discussions, Decisions, Next Steps
1	Quorum was called at 6:00 PM. Steve motioned to approve the minutes from the last board meeting, Eric seconded it. All in favor, none opposed. Paula welcomed guests.
2	Agenda was introduced and reviewed by Terryl.
3	<u>Student Government Report:</u> Stirling Miller: We worked on the dress code policy and met with Mrs. Kidd and she will go in to more detail about the outcome of that. Everything else is going fine.
4	<u>No PTSO Report</u>
5	<u>Financial Report:</u> Debbie Stark: She presented the Auditor's Report from Squire & Company. She stated that on page 13 of the document there is a summary of the results. It stated that they were unable to completely verify that for one item purchased they could not find sufficient evidence that the purchase was approved by the board (no specific inclusion in the Board minutes). They recommended this procedure be refined to include these specific items in Board meeting minutes to clearly document the Board's approval of significant expenditures. They board agreed that this was necessary and in the future plan on doing so. The second item of business is that our attorney has asked us to vote on a Reimbursement Resolution. This is standard procedure when having a Bond issued to cover expenses incurred before the Bond is issued. A discussion was had by the board and Steve motioned to accept this Reimbursement Resolution drafted by our attorney as policy. Terryl seconded the motion. All were in favor, none were opposed. All of the board who were present signed the signature page of the

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	Resolution and returned it to Debbie.
6	<u>No Technology Report</u>
7	<u>No Ombudsmen Report</u>
8	<u>No Open Public Comment</u>
9	<u>No Open Student Comment</u>
10	<p><u>Director's Report:</u> Jessie Kidd: Student final semester grades will be mailed out on December 19th. Dress code changes are as follows: "if denim is worn, it can be of any color of blue, black, or brown provided that the pants are clean (i.e. not covered with pain, dirt, grass stains, etc.) and do not have any holes, tatters (pieces not fully attached to the fabric on all sides), and cut-off or frayed hems. Denim pants will be considered too loose if the crotch of the pants are at or below mid-thigh level and will be considered too tight if the portion of the student's body that is not allowed to be publicly shown, is outlined or able to be visually distinguished in any way due to the tightness of the pants." Mrs. Kidd and Stirling Miller, Student Body President will work on the exact wording in the policy and a completed policy will be distributed to all students and teachers. The Student Government will figure out a way to inform all the students and teachers of this change. Simon and Jenn and Jessie are working on the curriculum for the grade expansion for 2009-2010 school year. RFQ letters were sent out for bids and we will be interviewing the contractors next week to decide on who we want to bid for the project of the remodeling and expansion of the building. She presented the architectural renderings to the board and will bring completed drawings to the next meeting for a vote and approval. An appraisal was ordered for both buildings. Career Day was a great success. Do not forget that December 18th is our Community Service Day. Please remember the benefit will be held March 28th at Ogden Union Station. In regards to other fundraising, In January Paul and Debbie have set a goal to research what foundations will allow in their giving program and will know the deadlines of five foundations, including the RAMP grant. This will allow the school to set up a yearly calendar to apply for these funds. By March 15th, they will submit grant applications. By April 15th, they will have researched to include more foundations in the application process and know their deadlines. By June 30th, applications will be completed for three more foundations. By July 15th, a calendar of foundations and yearly dates to be submitted to the Executive Director for the coming year. A five year and ten year plan submitted to the Executive Director.</p> <p>Mrs. Kidd recognized superstar volunteers for the following: Nancy Leonard for the couches, Russ and Cecile Purterbaugh, Gail Niklason, Mark Campbell for the title 1 audit, Mr. Stephens, Mr. Soukup for the serving counter, Mr. Kelly Taylor and his group for helping with the gala, Marcia Harris, Elisabeth Jense, Mr. Raccuia, Aaron Gee, Kristine Haggarty, Marcia Morris, Ivonne Cruz, Elaine McEvoy, Jan Duffin, Heidi West, Richard Brown and Kim Teramoto. Holliday break will be from December 19 to January 4th. The Renaissance Faire will be held on December 12th, please come. Spring Out is February 26th and 27th and Spring Break will be April 6th through the 12th.</p>
11	<p><u>President's Report:</u> Paula Dugan: Discussion was held in regards to the minimal changes on the Building Purchase Agreements. Steve motioned that the board approve the purchase agreement for the purchase of our current building. This was seconded by Terry. All were in favor, none were opposed. Steve then motioned to approve the purchase agreement for the purchase of building C at the purchase price as stated in the agreement. This was seconded by Eric. All were in favor. None were opposed. Then a discussion was had that nowhere in the bylaws does it state who can sign contracts. The board agreed that the bylaws need to be changed</p>

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	in regards to this and a few other things but for right now the board agreed to allow Paula to sign contracts for the board. Adam motioned to allow Paula Dugan as Board President to sign contracts for and on behalf of the entire DaVinci school board. This was seconded by Steve. All were in favor, none were opposed.
12	Old Business: Terry Miller: The changes to the dress code were completed. The strategic plan will be placed on the board portal and will be discussed at the next board meeting. Eric will set up an ad hoc committee mtg on the Zero Tolerance Policy to include some of the board members and Stirling Miller as Student representative. This policy will also be discussed at the next board meeting in January.
13	New Business: Committee Reports
14	Steve motioned to adjourn the meeting, Kelly seconded it. All were in favor, none were opposed.

Action Items

Item No.	Open Date	Description	Assigned To	Target Date	Date Closed
AI-1	12-10-08	Have completed architectural plans for Board vote and approval	Jessie Kidd	01-14-09	
AI-2	12-10-08	Grades 7 and 8 curriculum for 2009-2010 school year	Jessie Kidd	01-14-09	
AI-3	12-10-08	Discussion and Vote on Strategic Plan	Eric Amsel	01-14-09	
AI-4	12-10-08	Finalized Architectural Plans for Building Expansion	Jessie Kidd	01-14-09	
AI-5					

Decision Log

Date	Decision/Description	Pass/Failed

Next Meeting Agenda Topics

Item No.	Subject	Presenter	Time
1.			

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2.			
3.			
4.			
5.			
6.			
7.			

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.