



# Quest Academy

## Annual Board Meeting Minutes

### Tuesday, June 9, 2015

**Location:** Quest Academy, 4862 West 4000 South, West Haven, UT 84401

**NOTE:** It is possible that the QA Board of Directors may be utilizing an electronic meeting component

**In Attendance:** Heidi Jex, Michele Kersey Smith, Penn Bradshaw, Ken Bradshaw, Brice Mindrum (6:02 p.m.)

**Excused:** Jade Beckman, Tabitha Grahn

**Others in Attendance:** Ryan Tippetts, Dave Bullock, Vicki Barlow, Dawn Kawaguchi, Gabe Clark, Shirley Atkinson, Ryan H. Smith, Catherine Sumner

*The mission of Quest Academy is to provide students a challenging, technology rich environment, enabling young citizens to become leaders prepared for the challenges of an evolving global community.*

## Minutes

**6:00 PM – CALL TO ORDER – Ken Bradshaw**

**Penn Bradshaw made a motion to convene as the Quest Academy Board of Directors. Michele Kersey Smith seconded the motion. Motion passed unanimously.**

**Heidi Jex made a motion to approve the CONSENT ITEMS. Penn Bradshaw seconded the motion. Motion passed unanimously.**

- Ratify New Hires
  - Darounsavat (Noy) Tuy – Kinder Interventionist
  - Quincie Bischoff – 1<sup>st</sup> grade teacher
  - Tiffni Woodrow – 2<sup>nd</sup> grade teacher
  - Blake Hadley – 4<sup>th</sup> grade teacher
  - Steve Webb – Science
- Approve April 14, 2015 Board Meeting Minutes

### **BUSINESS ITEMS (To Be Discussed and/or Voted Upon)**

- Discuss and Vote on Final Amended 2014-2015 Budget – Brice briefly reviewed the final amended 2014-2015 Budget. **Brice Mindrum made a motion to approve the final amended 2014-2015 budget. Heidi Jex seconded the motion. Motion passed unanimously.**
- Discuss and Vote on 2015-2016 Annual School Budget – Brice reviewed the 2015-2016 annual school budget. Ryan Smith and the

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administration have been working hard to create a budget for the upcoming year. This first budget is a moving target but it gives us a place to start. Ryan Smith stated that this budget was built on a projected number of 940 students. He also stated that the budget format will be changed. There will also be access to see the current budget for board members. **Heidi Jex made a motion to approve 2015-2016 annual school budget. Michele Kersey Smith seconded the motion. Motion passed unanimously.**

- Discuss and Vote on Technology purchase not to exceed \$32,000 (to be purchased before the end of June) – Dave stated that this purchase is using SpEd funds and asked Casey Arrington to explain this purchase. He stated that Q1 is moving to the inclusion model next year. He reviewed the items to be purchase. First they will be taking (25) mac laptops from the Jr. high COW and using five laptops for each grade as SpEd support thus purchasing (37) iPads and cart to replace the Jr. High SpEd COW. Second, are the television and Apple TV to use the iPads and third are the iPod Nanos and cart for elementary classes. This purchase will come out of this year’s budget. **Penn Bradshaw made a motion to approve Technology purchase as described not to exceed \$32,000 (to be purchased before the end of June). Michele Kersey Smith seconded the motion. The votes were as follows:**

**Brice Mindrum – Aye**

**Heidi Jex – Aye**

**Michele Kersey Smith – Aye**

**Penn Bradshaw – Aye**

**Ken Bradshaw – Aye**

**Motion passed unanimously.**

- Discuss and Vote on Technology purchase not to exceed \$55,000 (to be purchased after July 1) – Dave stated that these purchases will be purchased on next year’s budget. Nicki Slauch stated that the school would like to have technology one to one in the Jr. high. She went around to the all of the teachers to see what they need. Nicki explained that she is purchasing enough iPads to have a (30) iPad COW for each classroom for grades 1-5 and make it so that the Jr. high will have one to one with either a iPad or laptop. TV kits (with Apple TV) will replace six elementary classrooms. Two more iPad carts will be purchased. Two smartboards for 1<sup>st</sup> and kinder. Each K-5 grade team will receive a \$25 apple gift card so that they can decide what apps they would like their iPad cart to have. The Jr. high will be getting another 3D printer. Nicki stated that she had more items to be purchased that weren’t in the board packet. They included eight mini iPads for the extra kindergarten class plus another \$10,000 for ETS to go through and update all the servers and reimage everything. The new total requested is approximately

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\$70,000. **Penn Bradshaw made a motion to approve Technology purchase as described not to exceed the amended amount of \$68,700(to be purchased after July 1). Heidi Jex seconded the motion. The votes were as follows:**

**Brice Mindrum – Aye**  
**Heidi Jex – Aye**  
**Michele Kersey Smith – Aye**  
**Penn Bradshaw – Aye**  
**Ken Bradshaw – Aye**

**Motion passed unanimously.**

- Discuss and Vote on SOD replacement not to exceed \$30,000 – Dave stated that they are still working on a solution for the playground. Kirk and Trent with AW are working on a solution but should have more answers by the end of the week but this won't exceed the \$30,000. It may not be a long term solution but we need to have something for the students to play on. This will be taken out of next year's budget. **Brice Mindrum made a motion to approve sod replacement not to exceed \$30,000. Penn Bradshaw seconded the motion. The votes were as follows:**

**Brice Mindrum – Aye**  
**Heidi Jex – Aye**  
**Michele Kersey Smith – Aye**  
**Penn Bradshaw – Aye**  
**Ken Bradshaw – Aye**

**Motion passed unanimously.**

- Discuss and Vote on Marquee and Installation not to exceed \$40,000 – Dave stated that there has been talk about a marquee since he's been here. A marquee would help for announcements, special events, advertising, etc. Dave will be meeting with Kirk tomorrow to go over all of the different types of signs. Dave stated that Kirk has checked with the city on the sign ordinances. The sign itself shouldn't be much over \$20,000 but we don't know what kind of electrical work will need to be done to get the power to the sign. The board would like to have more information on this before they will vote to approve it. **Michele Kersey Smith made a motion to table the marquee and installation not to exceed \$40,000. Brice Mindrum seconded the motion. Motion passed unanimously.**
- Discuss and Vote on Resolution for Schools and Libraries Universal Services (E-Rate) for 2015-16 – Ken briefly reviewed the E-Rate resolution. This is something that we do every year. We are looking to change this next year but we would like to move forward with this resolution. **Penn Bradshaw made a motion to approve Resolution for Schools and**

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**Libraries Universal Services (E-Rate) for 2015-16. Michele Kersey Smith seconded the motion. The votes were as follows:**

- Brice Mindrum – Aye**
- Heidi Jex – Aye**
- Michele Kersey Smith – Aye**
- Penn Bradshaw – Aye**
- Ken Bradshaw – Aye**

**Motion passed unanimously.**

- Discuss and Ratify Board Members and their Terms – Ken Bradshaw reviewed the board members and their terms. **Brice Mindrum made a motion to ratify the appointments and their terms as follows:**

- **Leesa Blakely – \*NEW\* 1-year term to expire June 2016**
- **Heidi Jex – \*NEW\* 4-year term to expire June 2019**
- **Jade Beckman – June 2016**
- **Penn Bradshaw – June 2016**
- **Michele Kersey Smith – June 2017**
- **Brice Mindrum – June 2017**
- **Ken Bradshaw – June 2018**

**Heidi Jex seconded the motion. Motion passed unanimously.**

- Discuss and Ratify Board Officers – Ken asked if the board would like to make any changes. **Brice Mindrum made a motion to ratify the following board officers:**

- **President –Ken Bradshaw**
- **Vice President – Penn Bradshaw**
- **Financial Coordinator – Brice Mindrum**
- **Secretary – Heidi Jex**

**Michele Kersey Smith seconded the motion. Motion passed unanimously.**

- Discuss of SR-37 Improvement project in West Haven (4000 South recorded right of way in front of the School) – Ken explained that a UDOT representative called him to let him know that as soon as the Midland Drive construction is done they will starting on a project on 4000 South. Ken gave some background on the property ownership. UDOT would like the school to enter into an agreement with the school to give up the about two feet of property since the school's property line goes into part of the road. There will be no money exchanged. Ken stated that giving up the property will not gain anything for the school. There was discussion regarding a negotiation for a cross walk for the school.

**Heidi Jex made a motion to retain our property until or unless we receive fair market value for the property. Brice Mindrum seconded the motion. Motion passed unanimously.**

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## REPORTS

- **Parent Organization** – Tammy Paulson
  - Famished off a successful school year
    - ✓ Field Day
    - ✓ Final Gifts for Teacher Appreciation
    - ✓ Talent Show
  - Planning for next year which will be a lot of the same stuff
- **Administration**
  - State of the School – Dr. Dave
    - ✓ A local American Ninja Warrior contestant came to the last school assembly on health nutrition and self esteem. They were able to watch his run.
    - ✓ The last day of school the students did a “meet and greet” with their teachers for next year. This was a great opportunity for the students so they wouldn’t have so much anxiety over the summer. Each teacher did a presentation.
    - ✓ End of the Year professional development for the teachers and expectations for PLC’s. They ended it with a fun game show by the name of “Slam” that had participation for all teachers and included some great prizes
    - ✓ Dave reviewed the lottery. We currently have 1,009 registered students but we will have attrition throughout the summer. Angelee is really on top of this and runs a lottery when we go below 1,000.
    - ✓ Penn thanked the administration for a great year and appreciates what they do. We are looking forward to doing all sorts of fun stuff next year including STEM.

**There was no PUBLIC COMMENT.**

## **OTHER BUSINESS ITEMS (For Discussion Only)**

- Calendaring Items – Ken Bradshaw
  - No Board Meeting in July – HAGS
  - Next Board Meeting – August 11<sup>th</sup>

**6:49 PM – Brice Mindrum made a motion to leave the open session and convene an EXECUTIVE SESSION pursuant to UCA §52-4-205 1(a) to discuss the character, professional competence, or physical or mental health of an individual. Penn Bradshaw seconded the motion. Motion passed unanimously.**

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**7:14 PM – Michele Kersey Smith made a motion to reconvene the Quest Academy board meeting. Penn Bradshaw seconded the motion. Motion passed unanimously.**

*Ken stated that in the executive session the board did not enter into or sign any contracts or make any other illegal actions. However, they did talk about some personnel matters. Ken then asked Brice Mindrum to address the one of the added to assign.*

Brice stated that last year Dave took on janitorial duties and spread that out to a number of people in the school. After discussing it as a board, having Dave disburse those funds and collecting those funds was an oversight on the board. Dave should still be able to have full oversight and administrate and choose the people to do it but you shouldn't be able to participate in the stipend. With that said, the board will be rewarding Dave with that money as a salary increase. Penn added that you can volunteer the janitorial duties. Dave will still have the same amount of money to distribute for the janitorial services but for internal controls and auditing purposes the board will not allow Dave to collect for janitorial duties. **Brice Mindrum made a motion to increase Dr. Dave's salary by \$7,000 and the budget for the coming year be amended to reflect that change but not to delete any money out of the janitorial services budget or proposed increase. Penn Bradshaw seconded the motion. The votes were as follows:**

- Brice Mindrum – Aye**
- Heidi Jex – Aye**
- Michele Kersey Smith – Aye**
- Penn Bradshaw – Aye**
- Ken Bradshaw – Aye**

**Motion passed unanimously.**

**7:17 PM – Penn Bradshaw made a motion to ADJOURN. Heidi Jex seconded the motion. Motion passed unanimously.**

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