



Quest Academy

Board Meeting Minutes

Tuesday, January 8, 2013

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

In Attendance: Brice Mindrum, Toni Christensen, Michele Smith, Heidi Jex, Penn Bradshaw, Beckie Eastman, Lani Rounds (Principal), Vicki Barlow (Asst. Principal), Dawn Kawaguchi (AW), Ryan Smith (AW), Steve Davis (AW) and Ken Bradshaw (6:13 p.m.)

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 p.m. – CALL TO ORDER – Penn Bradshaw

Brice Mindrum made a motion to approve the CONSENT ITEMS. Michele Smith seconded the motion. Motion passed unanimously.

- Ratify New Hires
 - Kenneth Vawter – Science
- Approve Board Meeting Minutes from November 13, 2012
- Ratify the amended budget for the 2012-2013 school year
- Ratify the cancellation of the December board meeting
- Ratify the appraisal cost and due diligence fee as well as have both Ken Bradshaw and Brice Mindrum represent the board on the building purchase
- Accept the Board Closed Session Affidavit from November 13, 2012
- Approve the Electronic Board Meeting Minutes from December 21, 2012
- Ratify the agreement of purchase and sale and authorize the necessary individuals to sign the necessary documents on behalf of the board for financing
- Ratify the Board Resolution dated December 21, 2012

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

- Discuss and Vote on Employment Policies REV A – Lani stated that we did not include grandchildren and step-grandchildren on our bereavement section of the Employment Policies. Gabe checked other Academics West schools and they have all included grandchildren and step-grandchildren on this policy.
Beckie Eastman made a motion to approve the Employment Policies Revision A. Michele Smith seconded the motion. Motion passed unanimously.
- Discuss and Vote on Credit Evaluation Policy – Lani explained that this was just an oversight. We should have had this policy in place for ninth grade. It is a standard policy that states we will follow the credit evaluation standards and

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guideline of the state. **Heidi Jex made a motion to approve the Credit Evaluation Policy. Beckie Eastman has seconded the motion. Motion passed unanimously.**

- Discuss and Vote on the Board Award Peer Nomination program – Lani stated that she was asked by the board to form a committee and put together the Board Award Peer Nomination program. She explained that all employees except for administration can nominate any employee of the school. Another employee must second the nomination. The nominated employee has to accept the nomination to move forward because the employee will have to put together their own packet. Lani reviewed the rubric scoring. There was a discussion on whether we should use test scores as part of the rubric. There was a brief discussion on the keeping the nominees anonymous. The board would like to take out the DBLS and STAR testing from the rubric. The board will move forward with the Board Award Peer Nomination program. The board will need to decide on the pay scale.
- Discuss and Vote on 2013-2014 School Calendar – Lani stated that she sent three versions of a 2013-2014 calendar out to the staff. After getting information back, she sent two calendar choices out to the parents and received a 72.6% response for the calendar presented today. Lani briefly reviewed calendar. Penn mentioned that there is a typo error in January. Lani stated that the great thing about the Spring Break for next year is that it aligns with both Weber and Davis School Districts. **Brice Mindrum made a motion to approve the 2013-2014 School Calendar as presented with the one change of the MLK holiday being January 20th and not January 9th. Beckie Eastman and Toni Christensen seconded the motion. Motion passed unanimously.**
- Discuss CRT scores and DWA scores – Penn apologized for not bringing this up earlier. She also wanted to make sure that the board is not trying to single out any one person. The board is looking at only at the scores (data). Penn reviewed CRT scores by grade. Lani explained that the administration has put many things into place to address the scores. Ken explained that the board hasn't focused on test scores because they have had other priorities. Now they have gotten past all of the building business, the board can focus on test scores. Ken also mentioned that they would like to combine the loans of both buildings to one which will save the school a considerable amount of money. To do this, the school must achieve certain test results which would give the school a better rate. There was a discussion on where the board would like to see the scores and mine the data. The board is concerned about the fundamental “nuts and bolts” of the basic charter which is education. The board would like to explore the data and tell the administration where the concern is. Ken explained the process the board would like to review the test scores. There was discussion on how the SpEd students are tested. Steve stated that he was brought on to AW to help schools with data and assessment. He offered to come out to the next board meeting to help explain and interpret the new test scores. There was a discussion on how the new testing is being measured. Penn explained that this discussion was to educate the board. **Ken Bradshaw made a motion to table this discussion and he asked that Steve**

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include the new format in the next board packet as well as present the information. Brice Mindrum seconded the motion. Motion passed unanimously.

REPORTS

➤ **Board of Directors**

- Review 2012-2013 Budget as of December 31, 2012 – Brice asked Ken to update the board on the purchase of the school. Ken and others spent Christmas Eve and Christmas Day purchasing the Jr. High building. The board now owns the building. The board “thanked” Ken for his work on this. Brice stated that this will save us money overall. Brice reviewed the briefly budget as of December 31st. He also stated that they will need to do another amendment. Ryan stated that he will have it ready for the February meeting.

➤ **Administration**

- Update on Increased School Safety and Security – Lani explained that with the incident in Connecticut, we have revisited all of our safety policies to make sure that we doing exactly what we need to be doing – as far a Risk Management and what they are suggesting that we do. She briefly explained that there are two issues that we need to get fixed. Lani has been in touch with Peak Alarm to look into different ways to secure the building. We will have to spend some money. Lani has also come up with “Cop Stop” to increase school security. There was discussion on other increased security such as a resource officer.
- State of the School – Vicki Barlow
 - ✓ Nov 30th – iPad App Training by Nicki Slauch
 - ✓ Dec 6th – Grandparent Night was another great turn out which ended in a choir concert
 - ✓ Dec 21st – Holiday Hoopla which was ½ day and students were able to attend a concert by Eric Thayne
 - ✓ Dec 21st – Faculty Party which Penn and Ken surprised the staff and announced they have a purchased the building
 - ✓ Noteworthy service projects at QA
 - ★ Operation Adopt-A-Ghost – Rhonda Norman’s SpEd students collected donations from families of Quest and assembled care packages to send for men and women of the military.
 - ★ Giving Tree – Brandy Beckman and the “Pride Patrol” sponsored a “giving tree” at Quest. We were able to provide gifts and needed items to our own Quest families here at the school. We were amazed at the generosity and out pouring of other families that attend our school to help other families in need.

There was PUBLIC COMMENT.

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- **Parent Organization** – Toni Christensen
 - November Dress Down day made over \$1,200 to go toward a Quest Family with cancer
 - December Dress Down Day made over \$700 and was donated to the Giving Tree
 - Great Grandparent night
 - December membership meeting didn't have a great turn out due to the choir concert being moved to Grandparent Day
 - Movie Night coming up on a Thursday night in February

OTHER BUSINESS ITEMS (For Discussion Only)

- **Calendaring Items** – Ken Bradshaw
 - Next Meeting February 12, 2013

7:28 PM – Heidi Jex made a motion to ADJOURN until our meeting on February 12th. Michele Smith seconded the motion. Motion passed unanimously.

(Duration 1:28:41)

January Action Items

1. Present new testing measures and how to interpret – **Steve Davis**
2. Amended Budget for February – **Ryan Smith**
3. Possible board approval on upgrade of Peak Alarm Security system – **Lani Rounds**

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