

# Quest Academy

## Board Meeting Minutes

### Tuesday, September 10, 2019



**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 with one or more of their members.

**In Attendance:** Steve Reeve, Brett Greenwell, Nicole Shelman, Michele Kersey Smith

**Excused:** Clint Weston, Brittney Hale

**Others in Attendance:** Nicki Slauch, Dave Bullock, Angelee Spader, Dawn Kawaguchi, Shirley Atkinson, Gabe Clark, Ryan Smith, Casey Arrington

*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

### **2019-2020 Board Priorities**

DIBELS Goals

STEM Re-Designation/Alignment/Evaluation

Number of Students per Grade

Google Certification

**6:01 PM – CALL TO ORDER** – Steve Reeve

**There was no PUBLIC COMMENT.**

### **REPORTS**

#### ➤ **Parent Organization**

- *Update on POQA* – Nicole Shelman
  - ✓ Update on the recent audit. Nicole worked with the past treasurer to find most of the documentation or receipts but there was still \$2,632.55 where there was no documentation found. Nicole has put procedures in place where no checks will be issued without documentation.
  - ✓ Taxes have been signed and submitted to the IRS
  - ✓ Aug 29<sup>th</sup> – Jr High Movie Night
  - ✓ Aug 26<sup>th</sup> to Sept 13<sup>th</sup> – Notebooks Fundraiser
  - ✓ Sept 20<sup>th</sup> – Movie Night on the field behind Q1 where we will be showing Goosebumps

#### ➤ **Board of Directors**

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call Dawn Kawaguchi at (801) 444-9378 to make appropriate arrangements.

- *Financial Review* – Michele Kersey Smith stated that there isn't anything of concern. She asked Ryan to give a more detailed overview of the school's finances. Ryan will have a revised budget for the next meeting since we currently have 992 students enrolled and the budget was built for a little bit more than that. Dave reviewed his student enrollment plan.
- **Administration**
  - *State of the School* – Dr. Dave Bullock
    - ✓ POQA selling new clothing. Dave modeled his new sweater vest.
    - ✓ New website coming soon. We want it to be perfect so it's not ready to go live yet. There will be "How To" videos up on Facebook.
    - ✓ Many trainings for all teachers are in process. Friday PLC's every week in the Jr. high.
    - ✓ We are doing many assessments for students
    - ✓ Volleyball and Cross Country has started
    - ✓ Nicki is now on the Competency Based Education Advisory Committee for the state (mastery/standard based). She can pick a designee and she has chosen Maui to go with her to the meetings.
    - ✓ Clubs starting Rube Goldberg, Lego Leagues, Cyber Patriots, plus some new clubs. We will have seven clubs this year.
    - ✓ Cheerleaders have their first game tomorrow

**Michele Kersey Smith made a motion to approve the CONSENT ITEMS. Brett Greenwell seconded the motion. Motion passed unanimously.**

- New Hires – *Dave reviewed the new hires*
  - Brittany Wood – Jr. High Science TA
  - Stephanie Hadley – Q2 Lunchroom
  - Susan Hales – 5th Grade
  - Gaylynn Appolonie – TA
- Approve August 13, 2019 Board Meeting Minutes

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

- *Discuss & Vote on Award Contract for Education Service Provider* – Steve Reeve stated that the school has been using Academica West (AW) since we opened, and the contract hasn't been renewed. An RFP was posted for an education service provider from August 12-23. The evaluation committee (Steve, Brett & Dave) reviewed the one proposal which was AW and scored it on the guide that they were given. Clint was the cost evaluator. Steve passed out the justification statement to the board. The AW proposal received 100 points out of 100 points. The committee recommendation would be to award the contract to AW. Steve stated that the contract will be for five years to begin July 2020. **Brett Greenwell**

**made a motion to select Academica West as the winning bidder for our RFP for our Educational Service Provider. Nicole Shelman seconded the motion. Motion passed unanimously.**

- *Discuss & Vote on Amended SpEd P&P Manual* – Dr. Dave asked Casey Arrington to discuss this item. Casey stated that the discrepancy model has been discontinued by the state. Quest will be adopting the combination model which we will use both the discrepancy mode and response to intervention (RTI). The changes were made and sent to the state. The state approved it on August 15<sup>th</sup> and now the board needs to approve it. **Michele Kersey Smith made a motion to approve the amended Special Education Policies & Procedures Manual. Nicole Shelman seconded the motion. Motion passed unanimously.**
- *Discuss & Vote on Investment Policy* – Ryan Smith reviewed the Investment Policy. This policy gives guidance on how the funds are invested. It also states who decides on how much money is transferred to and from the accounts. **Michele Kersey Smith made a motion to approve the Investment Policy. Brett Greenwell seconded the motion. Motion passed unanimously.**

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

- Calendaring Items – Steve Reeve
  - October PreBoard Meeting – September 24<sup>th</sup> @ 3:30 p.m.
  - Next Board Meeting – October 8<sup>th</sup>
  - National Charter School Convention – June 21-24 in Orlando

**6:27 PM – Brett Greenwell made a motion to ADJOURN. Michele Kersey Smith seconded the motion. Motion passed unanimously. (Duration 25:45)**