

Quest Academy

Electronic Board Meeting Minutes

Tuesday, May 12, 2020



Zoom Meeting: <https://zoom.us/j/95783981635>

Mobile: (669) 900-9128

Meeting ID: 957 8398 1635

This meeting of the board of directors will be held via Zoom. Members of the public will be accommodated using the information provided. [Allowable Under: Executive Order Suspending the Enforcement of Provisions of Utah Code §§ 52-4-202 and 52-4-207, and Related State Agency Orders, Rules, and Regulations, Due to Infectious Disease COVID-19 Novel Coronavirus]

In Attendance: Steve Reeve, Clint Weston, Brittney Hale, Brett Greenwell, Michele Kersey Smith

Excused: Nicole Shelman

Others in Attendance: Dave Bullock, Angelee Spader, Nicki Slaugh, Dawn Kawaguchi, Gabe Clark, Shirley Atkinson, Ryan Smith, Tammy Mindrum (6:14 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

2019-2020 Board Priorities

State Accountability
Fiscally Sound
Personalized Learning/Individualized Learning
Brand Awareness

6:04 PM – CALL TO ORDER – Steve Reeve (5 minutes)

There was no PUBLIC COMMENT.

REPORTS

➤ Board of Directors

- *Board Vacancies* – Steve Reeve stated that Clint’s term is up the end of June. Members have talked to a people they know but they haven’t had anyone who has turned in a resume. There was discussion on how to go about filling this position. Dawn will post the announcement of an open position on the website.
- *Financial Review* – Michele Kersey Smith reviewed the budget as of April 30th. Overall things look good but there are a couple of areas that are higher than budgeted. Ryan Smith stated that the

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fundamental foundation of the school is very sound with a nice cash reserve. He explained that the building renovation was budgeted for 2018-19 but carried over and there were some expenses billed in 2019-20 so it looks like we have gone over budget but because there was excess from last year's budget. Ryan gave an overview of what current status on funding for next year according to the legislature. USBE has recommended creating a budget with a zero growth for the 2020-21 school year until we have a definitive answer from the legislature. Steve added that they have received a response back from the state on the school's fiscal audit and they found zero deficiencies plus no requests for additional information.

➤ **Principal** – Dave Bullock

• *State of the School*

- ✓ Review of distant learning plan. Our teachers and staff were ready to go by Monday afternoon to teach our students. They started eTeaching on Wednesday morning (earthquake and all) without skipping a beat. The entire community came together. This experience went as smoothly as it possibly could.
- ✓ Teacher Appreciate Week – POQA arranged a teacher parade that was amazing on May 4th. We had an hour and a half of non-stop cars. Traffic was backed up on all streets. Our community came together to support our teachers.
- ✓ Talent Show – Next week we will have our talent show. We have 84 submission. They have been formatted digitally and will be shown on Facebook. It will be available next week. Students will be able to click on a link and they can choose to join the k-2 talent show, 3-5 talent show or the 6-9 talent show. Dave watched every submission to make sure that it was content appropriate.
- ✓ We are trying to figure out how we will be starting school in the fall and prepare for that. We have some guidelines but it's going to take some time for us to determine exactly how it's going to look. We know how to do red and orange but yellow is going to be interesting because you still have to enforce social distancing, but school will be in session. We are waiting for more guidance from the state before we complete our plan.
- ✓ Brittney asked if this distance learning has affected our lottery and if there has been a drop in the numbers.
- ✓ There was a discussion on how the distance learning has been such a smooth transaction and how it can help brand the school even more. Board members that are parents gave their "Questimonials" on how their schooling did not skip a beat.
- ✓ Dave reviewed the Public Education Engagement & Exit Survey Administrative Procedures.

CONSENT ITEMS

- March 10, 2020 Board Meeting Minutes
Michele Kersey Smith made a motion to approve the CONSENT ITEMS. Brett Greenwell seconded the motion. The votes were as follows:
 - Steve Reeve – Aye**
 - Brittney Hale – Aye**
 - Clint Weston – Aye**
 - Brett Greenwell – Aye**
 - Michele Kersey Smith – Aye****Motion passed unanimously.**

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

- *Discuss & Vote on Audit Engagement Letters* – Ryan Smith stated that each year the school is obligated by state law to engage an independent auditor to go through the books and records and also test the enrollment of the school. This year AW sent out an RFQ and Eide Bailly has come in as the lowest bid. They have been doing it for the past few years and have done a great job, but the board still has to vote on it. **Michele Kersey Smith made a motion to approve the engagement of services provided by Eide Bailly for the year ending June 30, 2020 and allow the Board President to sign the engagement letters. Brittney Hale seconded the motion. The votes were as follows:**
 - Steve Reeve – Aye**
 - Brittney Hale – Aye**
 - Clint Weston – Aye**
 - Michele Kersey Smith – Aye**
 - Brett Greenwell – Aye****Motion passed unanimously.**
- *Discuss & Vote on Employee Compensation During School Closure and Other Extraordinary Circumstances Policy* – Dave Bullock reviewed the Employee Compensation during School Closure and Other Extraordinary Circumstances Policy. We were already doing this but we need to put a policy in place to say that we were doing it. We continue to pay our employees as normal by doing everything that we can to make sure that the employee can work in their current position or do jobs that are related to that specific position. Substitute teachers are not eligible for this opportunity but we could use them if we needed to. Employees should not exceed their contracted time but if they do then they would be paid overtime if necessary. There was a question on janitorial and food service staff. **Clint Weston made a motion to approve the Employee Compensation During School Closure and Other Extraordinary Circumstances Policy. Brett Greenwell seconded the motion. The votes were as follows:**
 - Steve Reeve – Aye**

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Brittney Hale – Aye
Brett Greenwell – Aye
Clint Weston – Aye
Michele Kersey Smith – Aye

Motion passed unanimously.

- *Discuss & Vote on Technology Purchase* – Dave Bullock stated that we have been sticking close to our three-year tech plan. Tammy has done a very good job at managing this. We are trying to be frugal with these purchases and keep with necessity as well as stay on top of the technology. We are looking at purchasing replacement of teachers' computers, replacement of four Chromebook carts, all 7th grade students, replacement of a few TA's, eSports gaming machines, and annual software licensing. The recommendation of a not to exceed amount of \$300k. **Clint Weston made a motion to approve the technology purchases as proposed not to exceed the amount up to \$300,000. Brittney Hale seconded the motion. The votes were as follows:**

Steve Reeve – Aye
Clint Weston – Aye
Michele Kersey Smith – Aye
Brett Greenwell – Aye
Brittney Hale – Aye

Motion passed unanimously.

OTHER BUSINESS ITEMS (For Discussion Only)

- *Calendar Items* – Steve Reeve
- June PreBoard Meeting – May 26th @ 3:30 p.m.
 - Annual Board Meeting – June 9th @ 5:00 p.m. @ AW

7:06 PM – Michele Kersey Smith made a motion to enter a CLOSED SESSION to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a) via Zoom. Brittney Hale seconded the motion. The votes were as follows:

Steve Reeve – Aye
Brittney Hale – Aye
Clint Weston – Aye
Brett Greenwell – Aye
Michele Kersey Smith – Aye

Motion passed unanimously.

7:46 PM – Brett Greenwell made a motion to exit the CLOSED SESSION and ADJOURN. Brittney Hale seconded the motion. The votes were as follows:

Steve Reeve – Aye
Brett Greenwell – Aye
Brittney Hale – Aye
Michele Kersey Smith – Aye

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Clint Weston – Aye
Motion passed unanimously.

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