

**Quest Academy
Board Meeting Minutes
Tuesday, October 13, 2020**



Location: Quest Academy, 4828 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, Brittney Hale, Brett Greenwell, Michele Kersey Smith, Clint Weston (via Zoom)

Others in Attendance: Dave Bullock, Nicki Slaugh, Angelee Spader, Dawn Kawaguchi, Gabe Clark (via Zoom), Ryan Smith, Shawn Miehke

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

2020-2021 Board Priorities

- State Accountability
- Fiscally Sound
- Personalized Learning/Individualized Learning
- Brand Awareness

6:01 PM – CALL TO ORDER – Steve Reeve

There was no PUBLIC COMMENT.

6:03 PM – Brett Greenwell made a motion to enter into 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) located in Q2 Library. Brittney Hale seconded the motion. The votes were as follows:

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

Motion passed unanimously.

6:36 PM – Michele Kersey Smith made a motion to exit the CLOSED SESSION. Clint Weston seconded the motion. Motion passed unanimously.

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.

REPORTS

➤ Board of Directors

- Financial Review – Ryan Smith stated that the FY20 audit is in the final stages and is going well. The application of the different funding sources has been on-going. Ryan reviewed the finances as of August 31st. This budget will need to be revised due to some additional funding. Dave would like to do something for the teachers since there weren't any raises given this year. There was a discussion on what kind of cuts were given this year on the budget. Ryan informed the Board about a previous situation with the surplus of restricted SpEd funding. This surplus must be spent within the next three years. Dave has a plan in place to spend it (approximately \$338k).

➤ Principal – Dave Bullock

- State of the School
 - ✓ Exhibit A has finally been approved by the authorizing committee and will be on the consent agenda for the SCSB this week (Thursday). It should go through with no problems.
 - ✓ Dave gave an update on Schoolwide Health. We've had very few cases with employees and students. Even our teachers that are on quarantine have been teaching remotely with a TA in the classroom. There was a discussion on the real struggles that teachers are going through as well as the students. The teachers are still doing a phenomenal job. Morale is very hard. This year the school theme is "Attitude". Our teachers have been striving to have a positive attitude for the students.
 - ✓ Dave gave an update on CARES Act Funding. The wi-fi upgrade is on hold due to the product being on back order. No funding has been spent here. The funding deadline has been extended until the end of the calendar year and we hope that we can get the product before then.
 - ✓ Transitioning to engineering design process of STEM in the classroom instead of pull-out. We will continue to focus on STEM. There was a discussion on the feasibility of their STEM designation this year.
- POOA Update
 - ✓ Cookie Dough/Beef Jerky Fundraiser – The administration took on more responsibility with the fundraiser this year. It was very fun this year. It was all online, so the students didn't have to go door to door. Brett's daughter was the 2nd top seller in the school. It was managed by an app that gave daily ratings. We will bring in about \$32k which means we sold \$80k worth of cookie dough.
 - ✓ Nicki gave a quick update on girls' volleyball. The games have been very well attended.

Michele Kersey Smith made a motion to approve the CONSENT ITEMS. Brittney Hale seconded the motion. Motion passed unanimously.

➤ New Hires

- Heather McTee – Q1 lunchroom
- Bryce Goldsberry – Q1 lunchroom

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- August 11, 2020 Board Meeting Minutes
- 2020-2021 Amended School Calendar

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

- Discuss & Vote to Appoint New Board Member(s) – There was no further discussion. **Michele Kersey Smith made a motion to appoint Shawn Miehke to the Quest Board of Directors with a 4-year term to expire June 2024. Brittney Hale seconded the motion. Motion passed unanimously.**
- Discuss & Vote on LEA-Specific Educator Licenses – Dr. Dave stated that the School has individuals that need to be put on a Quest specific educator licenses. These teachers are in programs working towards some kind of degree or the universities haven't turned in the paperwork yet. To make sure that we don't lose funding we have been advised by AW's HR department to apply for an LEA specific educator license for these teachers. They are all in a program or just waiting for approvals through the state. **Brett Greenwell made a motion to approve the request for an LEA-specific educator license for Alyssa Arrington, Amanda Bloxham, Tiffany Brown, Kaylee Chaparro, Jennifer Jones, William Kealamakia, Kristi Martin, Alicia Murdock, Tammy Paulson, Chenyue Qiao, Derick Roskelley, Monique Sonntag, Jamie Strain, Misty Vigil, and Jannalee Wallace for a period of 3 years. Brittney Hale and Clint Weston seconded the motion. Motion passed unanimously.**
- Discuss & Vote on Snow Removal Rate Sheet – Dr. Dave stated that it is best practice to go through the procurement process to make sure that we have the best services for our school when spending a fair amount of money. We have been using Extreme Green since Dave has been at the school and the rates have not increased. A second bid was received by Lawn Butler. Dave is recommending staying with Extreme Green. **Michele Kersey Smith made a motion to approve Extreme Green's rate sheet at \$450 per push. Brett Greenwell seconded the motion. Motion passed unanimously.**
- Discuss & Vote on LAND Trust Council Election Procedures – Gabe Clark reviewed the LAND Trust Council Election procedures. The school has already been following this process but it is now in writing. Dave stated that LAND Trust Council is our Community Council. **Michele Kersey Smith made a motion to approve the LAND Trust Council Membership & Election Procedures. Brittney Hale seconded the motion. Motion passed unanimously.**
- Discuss & Vote on Time & Effort Documentation Policy – Gabe Clark reviewed the Time & Effort Documentation Policy. This is a new policy. The state is giving much greater scrutiny to expenditures of restricted funds, and this policy will help ensure that everyone involved in the process at the school and AW are on the same page regarding the processes and controls that need to be in place to ensure there are no issues in documenting expenditures that could jeopardize funding. **Michele Kersey Smith made a motion to approve the Time & Effort Documentation Policy. Brett Greenwell seconded the motion. Motion passed unanimously.**
- Discuss & Vote on Amended Attendance Policy – Gabe Clark reviewed the amended Attendance Policy. The changes are fairly minor technical matters and shouldn't have an impact on the school's operations. Most of the changes are in the administrative procedures and not the policy. The have added more definitions and how the process works. **Brittney**

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Hale made a motion to approve the amended Attendance Policy. Brett Greenwell seconded the motion. Motion passed unanimously.

- *Discuss & Vote on Amended Bullying & Hazing Policy* – Gabe Clark reviewed the amended Bully & Hazing Policy. The changes include a change to the definition of “bullying” and a change to the description of what needs to be addressed in the required training that the school personnel receives each year. **Brittney Hale made a motion to approve the amended Bullying & Hazing Policy. Brett Greenwell seconded the motion. Motion passed unanimously.**
- *Discuss & Vote on Amended Home School Student Participation in Statewide Assessments Policy* – Gabe Clark stated that the state standardized test used to be called U-PASS and since the test name keeps changing, they just made the change to “statewide assessments”. Those changes have been made on the policy. **Michele Kersey Smith made a motion to approve the amended Home School Student Participation in Statewide Assessments Policy. Brittney Hale seconded the motion. Motion passed unanimously.**

OTHER BUSINESS ITEMS (For Discussion Only)

- Calendaring Items – Steve Reeve
 - Next PreBoard Meeting – October 27th @ 3:30 p.m. (*Brittney will sub in for Steve*)
 - Next Board Meeting – November 10th
- REMINDER: Online Introductory Training for School Board Members – *Brett has completed this training. He will send Dawn his certificate of completion.*
- This is Clint’s final board meeting. Clint thanked everyone. He is thankful for his association with the team and has learned so much all while having fun.

7:31 PM – Michele Kersey Smith made a motion to ADJOURN. Clint Weston seconded the motion. Motion passed unanimously.