



Quest Academy

Board Meeting Minutes

Tuesday, March 10, 2009

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

In Attendance: Michele Kersey, Brandy Beckman, Penn Bradshaw, Ken Bradshaw, Tom DeGarlais, Catherine Montgomery (Principal), Dawn Kawaguchi (Academica West), and Gabe Clark (Academica West)

Excused: Beckie Eastman

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

6:01 p.m. – CALL TO ORDER – Brandy Beckman

CONSENT ITEMS – Ken made a motion to accept all consent items. Penn seconded the motion. Motion passed unanimously.

- Approve Board Meeting Minutes from February 10, 2009
- Accept Closed Meeting Affidavit from February 10, 2009

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

- *Interview possible Board Member candidates* – Ken explained the procedure in which they would like to interview the candidates. Each candidate chose a number to determine in which order they would be interviewed. The Board interviewed each candidate individually while the other candidates went to another location during this process. Each candidate was given three minutes to study a list of questions. At the end of three minutes, each candidate was given another five minutes to respond to the questions. The Board will give each candidate a score on a scale of 1-5 for their responses. The interviews went as follows:

- Natalie Christensen
- Justin Wright
- Heidi Jex

After each candidate was given the opportunity to speak to the Board, they were collectively brought back together into the meeting. The Board publicly thanked all the candidates for going through the process of the interview. They felt the school would be in great hands with any of the candidates. The votes are very close. Tom made a motion that all the Board members rank each candidate from 1-3 and the candidate with the highest votes will be the new Board member. Ken seconded the motion. After the scores were tallied up, Ken made the motion to appoint Heidi Jex to fill the vacant position of Gabe Clark. Penn seconded the motion. Motion passed unanimously.

NOTE: *The Board reserves the right to take final action on any item on the agenda.*

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Tom was excused at this time. 6:45 p.m.

- *Discuss and vote on Extra Curricular Activities Policy* – Gabe explained to the Board the changes that he made reflecting the input the Board discussed from last month. There were some minor word changes that were made by Ken. Ken made a motion to approve the Extra Curricular Activities Policy with the changes. Michele seconded the motion. Motion passed unanimously.
- *Discuss and vote on Electronic Device Policy* – Gabe reported to the Board that the USOE has recently made it a requirement to have an Electronic Device Policy be in place by April 1st. This policy was discussed in detail. The Board requested changes be made and decided to go with the more permissive option with some adjustments that include defining “possession”. The Board asked that this policy mirror the information that was in the Parent Handbook. Michele suggested that each teacher should have classroom procedures that incorporate this policy as well. Ken made a motion to table the policy until Gabe can make the suggested changes. Penn seconded the motion. Motion passed unanimously.

Catherine asked the Board if she should hold off on the printing of the Parent Handbook until she can make the changes. The Board would like her to include the updated Electronic Device information. Catherine will make the changes to the Parent Handbook and send it out to the Board for approval before sending this to print.

- *Discuss 2009-2010 Operating Calendar* – Catherine explained the three separate calendar options.
 - Option 1 – First day of school: **August 24**
Last day of school: **June 4**
Mirrors this year’s calendar with a week at Spring Break and two full weeks at Christmastime
 - Option 2 - First day of school: **August 19**
Last day of school: **May 28**
Similar to Weber District with two full weeks at Christmastime and only three days for Spring Break
 - Option 3 - First day of school: **August 17**
Last day of school: **May 27**
Starting earlier and getting off earlier - one week for spring break and two weeks for Christmastime

Catherine recommended the second calendar but did ask the poll public audience which they would rather have a schedule similar to Davis or Weber. Brandy wanted to go on record that she wishes that there were fewer minimum days. Ken made a motion to table the calendar until the Community Council and Parent Organization has a chance to have input. Penn seconded the motion. Motion passed unanimously.

- *Discuss Board photograph for yearbook* – Catherine would like the Board to have a picture in the yearbook. Since all Board members were not here. Catherine would like to schedule a time that the Board can all come for a group picture. She also asked if each of Board members could put together a couple of lines to print in the yearbook as well.

REPORTS

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➤ Academica Report

- Discuss possible options for detention pond safety – Gabe informed the Board that the owners of the property are currently looking at constructing a new detention pond in the property east of the school. In turn, pumping the water out of the current pond into the new one and to include a fence around new pond. Thus creating an intermittent playground. This is in the works to see if this is something that they can do. Brandy asked if there was a time frame. Gabe did not know but said they are “shooting some grades”.
- Review and Accept 2008-2009 Budget (as of February 28, 2009) – Gabe reviewed the budget. He reported the school has received some monies which included some Federal Assisted Matching Grant and large amount of Special Ed funding. He also mentioned that the total amount of Special Ed money that the school we anticipate receiving should be higher than what we budgeted for. He also reviewed the proposed “Food Service” amended budget that was requested last month. Ken made a motion to accept the budget report. Michele seconded the motion. Motion passed unanimously.

➤ Board Report

- Ken read an email that he received regarding a Bill that was passed in the House which prohibits the expansion of charter schools for the year 2010-2011. This bill will now go to the Senate. The other question that arises is where is Academica West on the application to expand that should be turned in on April 1, 2009? Ken would like to get Sheldon’s take on this. Gabe assured the Board that this was being worked on and will be turned in on time.
- Ken reported that the Uniform Policy and Bullying and Hazing Policy changes discussed in last month’s board meeting will be made and sent out to Dawn.
- Penn reported that she and Catherine have been meeting for weekly informal sessions. They have been incredibly informative. Penn has sent out the schedule for March. If you have any items that you would like to have discussed with Catherine email them to Brandy. Penn invites all Board members to attend if possible but there is a limited space available which is on a first come first served basis.

➤ Parent Organization Report – Tom was excused early so there was no POQA report.

➤ Principal Report – Catherine

- Cross walks will be painted either this weekend or next weekend.
- Still working on getting a school zone cross walks for road in front of the school. Community council is working on a SNAP plan.
- New Parent teacher conference online scheduling program was a success. They had 63% of the parents use the scheduler which is above the average of 42%. The consultant for the program said that it is remarkable. Every single parent that scheduled an appointment through the scheduler attended their meeting.
- Testing the Test system was completed today. They had very few problems but they know what the problems are and they can be fixed. Catherine feels that they will be ready to do their computer based testing. They will only be doing the 4th, 5th, and 6th Grade Science testing this year. Next year they are hoping to do all of their testing online next year.
- Bids for technology items with implementation grant. Looking at getting the following:
 - ✓ (2-3) Mobile Computer Labs – depending on the price
 - ✓ Powershot cameras.
 - ✓ (3) Promethean active slates
 - ✓ (7) Elmo document readers

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- ✓ Reading training (before August 31st)
- ✓ Library books (above and beyond what the POQA provides)
- ✓ Instructional software
- All teachers will have visited OPA by this Thursday. The last two teachers are visiting on Thursday.
- Dress code is getting better. Catherine mentioned that Fashion boots by 5th – 6th grade girls have become a problem that they are working on. Catherine gave a week by week report on dress code violations.
- New T1 Line is somewhat better and faster but mostly reliable – no students are getting kicked off websites. Comcast line should be in by April 15th.
- Advertising for Special Ed half time teacher
- Training on promethean active slates
- Projecting a 6% budget cut for 2009-2010. 17% budget cut for 2010-2011.
- The Parent Survey was online for a week and they had 11 response. Catherine will advertise it again and leave it open for another week. She will include it in the Friday news. Since none of the teachers participated in the survey Academica will send out an email on Monday on behalf of the Board to fill out the teacher survey.
- Catherine would like to proceed with advertising for the technology position

PUBLIC COMMENT (Comments will be limited to items not on the agenda- 3 min. each)
There was no public comment.

ADJOURN – 7:47 p.m. – Ken made a motion to adjourn the Board Meeting. Penn seconded the motion. Motion passed unanimously. (*Duration 1:46:31*)

March Action Items:

1. Set up a Board email address for Heidi Jex – **Kathryn**
2. Update information for Heidi Jex on webpage – **Dawn**
3. Follow up with Catherine on printing of Parent Handbook to include Electronic Device Policy updates – **Dawn**
4. Send out an email on behalf of the Board to the teachers to ask them to participate in a survey - **Kathryn**

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