



Quest Academy

Board Meeting Minutes

Tuesday, August 8, 2017

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: Jade Beckman, Michele Kersey Smith, Debbie Kingsford, Heidi Jex, Brittney Hale, Penn Bradshaw, Ken Bradshaw

Others in Attendance: Dave Bullock, Nicki Slaugh, Dawn Kawaguchi, Ryan Smith, Gabe Clark

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 PM – CALL TO ORDER – Ken Bradshaw

Penn Bradshaw made a motion to convene as the Quest Academy Board of Directors. Michele Kersey Smith seconded the motion. Motion passed unanimously.

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

- Ratify New Hire(s) – Dave reviewed the new hires.
 - Jessica Ferrin – 1st grade teacher
 - Amanda Alexander – 3rd grade teacher
 - Emily Dixon – 4th Grade teacher
 - Angie Young – 5th grade teacher
 - Melissa Marten – 5th grade teacher
 - Shawn Harwood – 6th grade teacher
 - Derick Roskelley – Jr. High PE
 - Lindsey Parr – 5th grade teacher
 - Tracey Wagster – 1st grade teacher
 - Angie Clark – 4th grade teacher
 - Naomi Anson – 4th grade teacher
 - Ashlyn Arrington – PE TA
 - Miranda McBride – Sped TA
 - Lanette Yeates – Lunchroom

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

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should call Dawn Kawaguchi at 801-444-9378, giving at least three working days notice.

- Approve June 13, 2017 Board Meeting Minutes
- Approve June 13, 2017 Closed Session Affidavit

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

- Discuss and Vote on the Purchase of Edgenuity – Nicki Slauch stated that they have looking for ways to move the students at their own academic pace. This program will help students reach mastery in the math (6-9). This program will also open online classes in fine arts and foreign language for students to be able take up to (9) elective credits. SpEd will also be purchasing some of the licenses. NUES has done an RFP and added QA to their consortium and they have done the work for the procurement policy. There was a discussion on how many licenses would need to be purchased. This program also offers an ACT prep class. **Penn Bradshaw made a motion to approve the Edgenuity purchase not to exceed \$30,000. Brittney Hale seconded the motion. The votes were as follows:**

- Michele Kersey Smith – Aye**
- Jade Beckman – Aye**
- Debbie Kingsford – Aye**
- Brittney Hale – Aye**
- Penn Bradshaw – Aye**
- Ken Bradshaw – Aye**
- Heidi Jex – Aye**

Motion passed unanimously.

- Discuss and Vote on Amended Tuition Reimbursement Policy – Dave Bullock reviewed the revised Tuition Reimbursement Policy. Requirements include the employee having to be employed at the School for at least one year; the employee’s courses having to be taught at certain institutions; the courses having to be related to the employee’s job; the employee completing courses with a passing mark of B or better; the employee entering into a written agreement with the School; and reimbursement limitations. Another condition outlined in the policy is that in the even that an employee is terminated (voluntarily or involuntarily), the employee must repay the school all reimbursement payments received within the three years from the date of termination. There was a discussion on what type of employee this applies to. **Penn Bradshaw made a motion to approve the amended Tuition Reimbursement Policy. Michele Kersey Smith seconded the motion. Motion passed unanimously.**
- Discuss and Vote on Amended Uniform Policy – Dave Bullock reviewed the revised Uniform Policy. The recommended changes address piercings which have become an issue in the jr. high. There was a discussion on spiky clothing. **Penn Bradshaw made a motion to approve the amended**

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

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should call Dawn Kawaguchi at 801-444-9378, giving at least three working days notice.

Uniform Policy. Heidi Jex seconded the motion. Motion passed unanimously.

- *Discuss and Vote on Incremental Stipend* – Jade Beckman stated that this is an idea/proposal that Jade has been thinking of. There are three reasons of why this has come up is (1) there are limited insurance options; (2) possibly be a retention strategy; (3) competitive forces to compete with other charters. The current monthly benefit stipend is \$700. Jade wanted to get the board’s input on this. One of his ideas are to increase the stipend based on years of service or possibly merit. This is still in the beginning stages and Jade hasn’t ran any numbers. Board members and administration gave input on this proposal. There was discussion on how to move forward on this. **Michele Kersey Smith made a motion to authorize and direct Jade to meet with Dr. Dave and Ryan and come back with some proposals on what the incremental stipend might look like so the board can discuss implementing it at the next board meeting. Debbie Kingsford seconded the motion. Motion passed unanimously.**

REPORTS

- **Parent Organization** – Debbie Kingsford
- Jr. High registration today and POQA sold QA merchandise. We did very well. The new design of the shirts and jackets have been well received.
 - POQA made a magnet with a calendar of all dress down days to hang on fridge.
 - Upcoming Events
 - ✓ Uniform exchange will be next week
 - ✓ BooHoo Breakfast on the first Friday for Kindergarten teachers
 - ✓ August 25th – Family Splash Pad @ Clearfield Aquatic Center from 7:30 to 9:30
 - ✓ September 8-18 – NEW this year we are going to sell cookie dough as a fundraiser with fun incentives for the kids. Debbie met with a guy who told her that cookies by far is the number one fundraiser.
 - There was a discussion on a possible fundraiser of birthday wish on marquee to raise money for a Jr. high scoreboard. Ken has asked that the POQA board discuss this more and bring back a more concrete proposal.
 - Introduction of the 2017-2018 POQA board
 - ✓ Barbara Clapp – President Elect
 - ✓ Kristin Schill – Treasurer

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

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should call Dawn Kawaguchi at 801-444-9378, giving at least three working days notice.

- ✓ Kristen Hales – Secretary
- ✓ Eddie Green – Jr. High Rep
- ✓ April Duckwork & Julie Draper – Elementary Reps

➤ **Administration**

- State of the School – Dave Bullock
 - ✓ Successful registration today
 - ✓ Faculty training kicks off on Thursday. Ken and Penn will be there to talk to the faculty
 - ✓ Ashley and Susan have been mentoring new teachers throughout the summer
 - ✓ Lottery as of today is 1,016
- *Ken informed the board on what they will be talking about with the faculty. This year will be a year of consolidation.*
- *Debbie asked if she can come and meet the faculty.*
- *Ryan Smith wanted to let the board know that because of the timing of the meeting, the budget for the first month of the fiscal year was not in the packet. You will still receive the financials on the 10th. Ryan also stated that he would like to get with everyone after the meeting to make sure he has the correct email addresses.*
- *Ken asked if Ryan could give a brief update on the bonding. Ryan stated that in the past the school buildings were funded by using two different bonds and three different loans. In order to get that consolidated and save the school some money, we worked through a bonding process and get everything refinance using a single bond with four issuances. It will reduce the spending of funds about \$70k for the school this first year and \$100k in subsequent years. Ryan stated that we don't have the final documentation on the bond. Ken asked about the reimbursable funds. Ryan will let Ken know the exact amounts and when the school receives the reimbursement once he knows.*
- *Penn added that this was a big deal for the school. She gave a summary of the bond process. A big thank you to all who were involved in this process.*
- *Kristin Schill asked if the school has any plans in having a band or orchestra. Penn responded by saying that they don't have current plans for band or orchestra. There may be a club available. Nicki stated that they will be offering fine arts through online classes.*
- *Dave previewed the new parking lot video to the board. It is now on facebook.*

There was no PUBLIC COMMENT.

OTHER BUSINESS ITEMS (For Discussion Only)

- Calendaring Items – Ken Bradshaw

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

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should call Dawn Kawaguchi at 801-444-9378, giving at least three working days notice.

- Next Board Meeting – September 12th

The EXECUTIVE SESSION was not needed.

7:08 PM – Penn Bradshaw made a motion to ADJOURN. Debbie Kingsford seconded the motion. Motion passed unanimously. (Duration 1:05:15)

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

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should call Dawn Kawaguchi at 801-444-9378, giving at least three working days notice.