

Quest Academy  
Work Session Minutes  
Tuesday, September 18, 2007  
Location: Syracuse Arts Academy  
2893 W 1700 S  
Syracuse, UT 84075

**In Attendance:** Board Members: Brandy Beckman, Gabe Clark, Penn Bradshaw, Beckie Eastman, Michele Kersey

**Excused:** Ken Bradshaw

**Others in Attendance:** Sheldon Killpack (AW), Kim Dohrer (AW), Bobbi-Sue Miller (AW), Catina Martinez-Hadley (AW)

*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**

**6:00 PM – CALL TO ORDER: Brandy Beckman called to order the Quest Board Meeting.**

### **BUSINESS ITEMS (To be voted upon in board meeting)**

- **Review Proposed Bylaws:** Bylaws were reviewed with proposed changes from Board Member Gabe Clarke, and were made by Gavin Hutchinson at Academica West. The only substantive changes were made in 4.3b, that "Pursuant to the Charter, at least one (1) Director shall be nominated and elected by the Parent Organization." Beckie Eastman asked about making changes to the bylaws at a later date. Sheldon Killpack commented that a majority vote within the organization to change your bylaws.
- **Determine School Colors:** Penn Bradshaw suggested red, white, and blue shirts, and khaki pants, and navy blue pants. Kim suggested deciding on a uniform policy before you hold the cottage meetings. Michele Kersey is working on the uniform policy and does like the red, white, and blue. The uniform policy will also address the type of shirts and pants. Sheldon mentioned that you cannot state brand or where it has to be purchased from, you can specify plain with no logos, and you cannot state where the items may be purchased from. The Board agreed on red, white, and navy blue shirts, with khaki or navy blue pants.

### **REPORTS**

- **RFP for Management Contracted Services:** Brandy Beckman presented the report on the RFP. The Quest Board acknowledges that they have received an RFP from Academica West.

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

### **OTHER BUSINESS ITEMS (Items for Discussion Only):**

- **Discuss Logo for Quest Academy:** Brandy Beckman would like to see something with the American flag and Q worked up. The Board will continue to think about the logo, and in the meantime, sample logos will be worked up.
- **Determine Cottage Meetings Schedule:** Beckie Eastman will coordinate the cottage meetings. Sheldon suggested that the cottage meetings begin in November and at that point we should have the website, the logo, and the uniform policy determined. The cottage meetings should be centered around a half-hour PowerPoint presentation on key subjects such as curriculum, focus of the school, uniforms, location, and enrollment. The perimeter of the room should be set up with stands to address the key points in the presentation, and at this point handouts with the information should be provided for the parents. Future cottage meeting dates and locations should be put on the bottom of the handouts, as well as posted on the website. Suggested locations for the cottage meetings include; Clinton, West Haven, Hooper, Roy, West Roy, and possibly Riverdale. The first meeting should be held in West Haven.
- **Website Update:** Brandy is currently working with Janice on the website, and after the overall look of the website has been determined we will begin to add the content.
- **Planning Year Timeline and Checklist**
  - **Determine Committee Chairs:** The committee chairs will be assigned as follows:
    - **Financial:** Gabe
    - **Safety:** Michele
    - **Dress Code:** Michele
    - **Communication/Legal/Public Relations:** Ken and Gabe
    - **Facilities:** Brandy and Penn
    - **Curriculum Library Procurement:** Penn, Brandy, and Beckie
    - **Enrollment:** Brandy and Beckie
    - **Parent Volunteers:** Parent Organization President
    - **Fundraising:** Parent Organization
    - **Technology:** Gabe
    - **Cafeteria:** When time is appropriate coordinate with Academica
    - **Website and Newsletter:** Penn and Michele
  - **Update on Background Checks for all Board Members:** All background checks have been completed for Quest Academy's Board Members.
  - **Disbursement of Policy to Comply with State Enrollment Rules:** Kim is in the process of working with schools in their second and third year that are in the middle of on-site visits. One of the items for these on-site visits is an enrollment policy. In order to prevent constant revision of the policy as state laws and guidelines change, Kim called the state office and suggested that our policy read, "In regards to applications, enrollment, and lottery procedures, Quest Academy will follow all state and federal laws and guidelines." The State has agreed that this policy would be sufficient. The Enrollment and Lottery Policy will be the next Board meeting agenda as a voting item.
  - **Miscellaneous Timeline Issues:** There were no miscellaneous timeline issues.
  - **Determine Board Meeting Schedule:** The Quest Board meeting will continue to be held on the second Tuesday of every month. The next Board meeting will be held at Ogden Preparatory Academy on the 9<sup>th</sup> of October.

**7:30 PM – ADJOURN:**

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