



Quest Academy
Board Meeting Minutes
Tuesday, September 9, 2008

Location: Quest Academy, 4812 West 4000 South, West Haven, UT 84401

In Attendance: Brandy Beckman, Penn Bradshaw, Ken Bradshaw, Beckie Eastman, Michele Kersey, Catherine Montgomery (Principal), Trent Brown (Academica), Dawn Kawaguchi (Academica), Gabe Clark (6:10), Tom DeGarlais (6:21)

Approved: October 14, 2008

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

6:03 p.m. (Or soon thereafter) - CALL TO ORDER 6:03

1. CONSENT ITEMS

- Approve Board Meeting Minutes from August 12, 2008 Ken moved to approve the consent items. Penn seconded the motion. Motion passed unanimously.

2. BUSINESS ITEMS (To Be Voted Upon)

- Review and Vote on Performance Based Compensation Plan - Catherine stated that the Plan has already been submitted to the State Board and accepted but must be approved by the Board. Ken moved to approve the plan. Beckie seconded the motion. Motion passed unanimously.
- Ratify and Vote on New/Existing Board Members - Beckie Eastman made a motion to ratify and appoint Penn Bradshaw to a 4 year term beginning on Sept. 1, 2008, and to end on June 1, 2010. Michele seconded the motion. Motion passed unanimously. Please note that the term is 4 years and will end on June 1, 2012.
- Selection of Attorney to Review Schoolhouse Foundation Lease - Gabe not present at this time. Ken made the motion to table until a Gabe is present. Penn seconded the motion. Motion passed unanimously.
- Review and Vote on Purchasing and Disbursement Policy - Ken made a motion to approve as presently drafted with specification to be able to modify it at a later time if needed. Beckie seconded the motion. Motion passed unanimously.
- Review and Vote on Capitalization and Expense Policy - Ken moved to accept this policy but recommended to modify the amount from \$1500 to \$3000. Penn seconded the motion. Motion approved unanimously.
- Ken made the motion to bring back to the table Schoolhouse Foundation due to the fact

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that Gabe is now present. Motion was seconded by Brandy. Gabe explained the Schoolhouse Foundation and how it could benefit Quest Academy. There are three other schools are involved. It would be cost effective if all four schools hired one attorney to review the contracts and then split the cost of the attorney. The attorney that they collaboratively want to hire is Mike Ostermiller. Gabe moved to accept this attorney. Ken seconded the motion. Motion approved unanimously.

3. OTHER BUSINESS ITEMS (For Discussion Only)

- Recognize Kathy Thornburg's contributions to Quest Academy (Letter) – Brandy would like to write a “Thank You” note to Kathy from the Board for all her willingness to help with the starting of the school.
- Update on Security Cameras with Breakdown of Costs – Trent discussed the cost of the cameras. He is trying to get more information. There was much discussion on pros and cons. It was decided that as long as Catherine doesn't spend more \$5000 she is within the first year purchasing policy. Once Trent can get more definitive information a decision can be made and approved by Brandy and Catherine.
- Club and Organizations - Catherine is having several requests to use the school facility for a club or organization that is and isn't affiliated with the school. After much discussion regarding the safety of students and the distinction on what is considered school sponsored and not school sponsored, the Board would like all to have all after school activities brought to the Board Meeting before allowing access to the school building.
- Set Up a Petty Cash Bank Account for Quest Academy - Catherine would like to have a separate account for small purchases. Ken suggested a petty cash debit card for Catherine to use at her discretion but still go through the same purchase order procedure and include the receipt. Ken requested to put on agenda to ratify next month's agenda.
- Building Use and Rental - See Clubs and Organizations.
- Review 2008-2009 Budget as of 8/31/08 - Gabe reviewed budget. There was discussion on enrollment numbers. Several suggestions were made on how to advertise that QA is still enrolling students.
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4. PUBLIC COMMENT (Comments will be limited to items not on the Agenda - 3 min. each) There was no public comment.

5. ADJOURN - Penn made a motion to adjourn the Board Meeting. Beckie seconded the motion. Motion passed unanimously.