



# Quest Academy

## Board Meeting Minutes

### Tuesday, October 14, 2008

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

*Members in Attendance:* Brandy Beckman, Penn Bradshaw, Gabe Clark, Beckie Eastman, Michele Kersey and Tom DeGarlais

*Others:* Catherine Montgomery (Principal), Juan Balderas (QA Tech Specialist), Crista Sanchez (Academica), Gavin Hutchinson (Academica), Dawn Kawaguchi (Academica), Kim Dohrer (Academica), and Larry Neil (Parent)

*Excused:* Ken Bradshaw

*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 p.m. - CALL TO ORDER (Brandy)**

### **CONSENT ITEMS**

- Approve Board Meeting Minutes from September 9, 2008 - Beckie made the motion to approve the consent items. Penn seconded the motion. Motion passed unanimously.

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

- Ratify and Approve New Board Member - Gabe moved to ratify Tom DeGarlais as a Board Member. Michele seconded the motion. Beckie abstained. Motion passed with one abstaining vote.
- Ratify and Approve Petty Cash Bank Account (for Debit Card) - Beckie made a motion to ratify the petty cash bank account for Katherine. Penn seconded the motion. Motion passed unanimously.
- Discuss and Approve Dual Enrollment Policy - Kim explained the Dual Enrollment Policy. Beckie made a motion to accept the Dual Enrollment Policy. Penn seconded the motion. Motion passed unanimously.
- Discuss and Approve Medication in School Policy - Kim explained that the state requires an EPI Pen policy so it has been added to the Medication in School Policy. Penn made the motion to approve the Medication in School Policy. Tom seconded the motion. Motion passed unanimously.
- Discuss and Approve Electronic Meetings Policy - Kim explained a reason why you would need to have an electronic meeting. Gabe made motion to approve Electronic Meetings Policy. Beckie seconded the motion. Motion passed unanimously.
- Discuss and Approve Security Camera System - Michele brought additional information

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

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on a vendor who is contracted by Weber School District. Penn moved to table the Security Camera System issue until Trent has a chance to contact this person. Beckie seconded the motion. Motion passed unanimously.

- Discuss the Possibility of Doing Surveys Both Internal and External - Brandy would like to start doing internal and external surveys to find get feedback from both parents and teachers. Kim suggested that we start simple with three questions and a comment area. Katherine would like to wait for a couple more months so that there has been time to settle in. Kim asked for clarity on the time frame of when we would start doing the surveys and it was agreed on December or January

## **REPORTS**

- Board Report
  - Review 2008-2009 Budget (as of September 30, 2008) - Gabe reviewed the budget and shared the good news that our implementation grant was approved and the amount was \$43,000 more than what we had budgeted. Gavin explained how and when the grant money is received. Gavin made clarifications on the budget to the Board Members.
- Parent Organization Report
  - Tom reported that the book fair was very successful. They exceeded their expectation and their goal of \$3,000. All the profits will go to the library for books. A Fall Carnival is in the works. The plan will be that it will fall around Halloween (October 29<sup>th</sup>) and the students can wear their costumes. Vendors and donations have been set up along with a possible silent auction. Catherine reports that POQA has been working very hard.
  - POQA Bylaws were sent out to all Board Members and Academica staff.
- Principal Report
  - Catherine reports the northwest accreditation visit has been done through this probationary status. No scores have been received yet. Most goals have been met and they are working on the other goals. Katherine is working on a community council. They are making progress on federally funded lunch program. Professional development is also being worked on with Susan Moakie.
  - Progress on Mission Statement - Integrating Technology into Curriculum - Juan reported that there are exceptional teachers who are excelling above and beyond his expectations. It is coming along but it is still a work in progress. Juan had handouts of lesson plans and will be presenting a slide show after the meeting. Gabe suggested that he would like to have some sort of progress report at each Board Meeting. Suggestions that they should have a teacher with the best lesson of the week/month and bring that lesson to the meeting.
  - Katherine reported that they had astounding attendance at Parent, Teacher Conference. Most grades had 100% attendance and those that couldn't attend were scheduling appointments with the teachers

## **PUBLIC COMMENT** (Comments will be limited to items not on the agenda- 3 min. each)

- Public comments made by Mr. Neil.

**ADJOURN - 6:59 p.m.** Penn moved to adjourn the Board Meeting. Gabe seconded the motion. Motion passed unanimously.

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