



Quest Academy
Board Meeting Minutes
Tuesday, August 10, 2010

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

In Attendance: Heidi Jex, Ken Bradshaw, Penn Bradshaw, Natalie Christensen, Michele Smith, Lani Rounds (Principal), Vicki Barlow (Asst. Principal), Dawn Kawaguchi (AW), Gabe Clark (AW), and Ryan Smith (AW)

Excused: Brandy Beckman and 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

6:00 p.m. – CALL TO ORDER – Penn Bradshaw

Ken Bradshaw made a motion to approve the CONSENT ITEMS. Michele Smith seconded the motion. Motion passed unanimously.

- Approve Board Meeting Minutes from June 8, 2010
- Accept Closed Board Meeting Affidavit from June 8, 2010

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

- Ken Bradshaw made a motion to approve the Lunchboxes Contract, the USDA Loan Resolution, the Trust Lands Funds Budget, the Employee Handbook update, the Parent Handbook update, the Donation of Paid Time Off Policy and the amendment to the Uniform Policy. Michele Smith seconded the motion. The votes were as follows:
 - Heidi Jex – Aye
 - Ken Bradshaw – Aye
 - Penn Bradshaw – Aye
 - Natalie Christensen – Aye
 - Michele Smith – Aye
- Discuss and Vote on Utah Consolidated Application – Lani stated that she and Echo and Kim from AW to best allocate that money. They are the restricted funds for Special Ed and Title monies that the state allots to our school. Ken Bradshaw made a motion to approve the Utah Consolidated Application as presented for the budget year 2010-11. Heidi Jex & Michele Smith seconded the motion. The votes were as follows:
 - Heidi Jex – Aye
 - Ken Bradshaw – Aye
 - Penn Bradshaw – Aye
 - Natalie Christensen – Aye
 - Michele Smith – Aye

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.

- Discuss and Vote on Reliable Networks Expansion Bid in the amount of \$13,945 – Lani explained that this is for the phase 1, 2, & 3 for wiring of the portables. Phase 1 & 2 were approved by Brandy because it was under \$5,000. This work has been done. However, they invoiced the cost of both phase 1 & 2 together on a single invoice. This then made the total over \$5,000. This is known as grouping and must be board approved – even though Brandy has already approved Phase 2. Since Phase 3 is over \$5,000 it does need board approval. The \$13,945 is for all three Phases. Heidi Jex made a motion to approve the Reliable Networks expansion bid in the amount of \$13,945. Michele Smith seconded the motion. The votes were as follows:
 - Heidi Jex – Aye
 - Ken Bradshaw – Aye
 - Penn Bradshaw – Aye
 - Natalie Christensen – Aye
 - Michele Smith – Aye

- Discuss and Vote on Reliable Networks Contract – Lani explained that Reliable Networks was the company that the school used last year and since they did a fabulous job they would like to use them again. They are charging \$850 a month for the school year. This amount is built into the budget. Natalie Christensen made a motion to approve the Reliable Networks Contract of \$850 a month for nine month. Ken Bradshaw seconded the motion. The votes were as follows:
 - Heidi Jex – Aye
 - Ken Bradshaw – Aye
 - Penn Bradshaw – Aye
 - Natalie Christensen – Aye
 - Michele Smith – Aye

- Discuss and Vote on the Purchase of Furniture Not to Exceed \$10,000 – Lani explained that since they are expanding both 3rd and 4th grade they need to purchase more furniture. The rep that Lani is working with is on vacation but should be sending her a bid tomorrow. Lani doesn't anticipate it being over \$10,000 and is requesting a not to exceed this amount. Ken Bradshaw made a motion to approve the furniture purchase not to exceed \$10,000. Heidi Jex seconded the motion. The votes were as follows:
 - Heidi Jex – Aye
 - Ken Bradshaw – Aye
 - Penn Bradshaw – Aye
 - Natalie Christensen – Aye
 - Michele Smith – Aye

REPORTS

- **Academica West Report**
 - Projection of the New Year with Additional Grades – Ryan passed out a projection budget but with the addition of the 3rd and 4th grade there is going to be additional expenses. This is just to look over. When things are a little more solidified – probably after the October count we can come up with a better budget in which we will have to amend the budget. Ken added that last year we ended up even which is great considering where we were. This year is looking tremendous considering where we want to go thanks to Lani and Vicki.

- **Board Report** – The board expressed that they are happy that school is starting and thrilled that we have so many new students, more classes and parents attending.

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- **Parent Organization Report** by Natalie Christensen
 - Had First Board Meeting
 - Introduced new Committee chairs
 - Started to sign up volunteers
 - Implemented the Emergency Preparedness Plan
 - Working on 72 Hour Kits
 - Comfort Kits for all students
 - Breakfast for Teachers Friday before school starts
 - Pool Party at the Roy Aquatic Center
 - ✓ August 26th @ 6:30-8:30 p.m.
 - Same fundraiser as last year
 - We have amazing parents
 - Computer log in that tracks volunteer hours

- **Principal Report** by Lani Rounds & Vicki Barlow
 - We are growing and it's thrilling
 - Portables are like suites – they are beautiful
 - One West made Ramps for portables
 - Parking lot restriped
 - Waiting for new entrance and exit signs
 - New traffic flow pattern
 - New Staff is amazing
 - Still hiring staff
 - Excitement of the attendance of POQA Meeting
 - Review and Ratify all New Hires – Ken Bradshaw made a motion to ratify all new hires as presented. Heidi Jex seconded the motion. Motion passed unanimously.

Lani presented a bid from Rocky Mtn. Voice and Data in the amount of \$5,324 that is for additional phones to the portables and the bell system. She explained that Trent Brown is still working to lower this proposal. Heidi Jex made a motion to approve the bid from Rocky Mtn. Voice and Data not to exceed \$6,000. Natalie Christensen seconded the motion. The votes were as follows:

Heidi Jex – Aye
 Ken Bradshaw – Aye
 Penn Bradshaw – Aye
 Natalie Christensen – Aye
 Michele Smith – Aye

Ken Bradshaw made a motion to put this on the agenda for next meeting to be ratified. Michele Smith has seconded the motion. Motion passed unanimously.

There was PUBLIC COMMENT made by Heidi Rausch and Penny Francis.

6: 34 p.m. Ken Bradshaw made a motion to ADJOURN this meeting. Michele Smith seconded the motion. Motion passed unanimously.

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