



Quest Academy

Board Meeting Minutes

Tuesday, October 9, 2012

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

In Attendance: Brice Mindrum, Toni Christensen, Heidi Jex, Michele Kersey Smith, Ken Bradshaw, Penn Bradshaw, Beckie Eastman, Lani Rounds (Principal), Vicki Barlow (Asst. Principal), Dawn Kawaguchi (AW) and Gabe Clark (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 p.m. – CALL TO ORDER – Ken Bradshaw

Penn Bradshaw made a motion to convene as the Quest Academy Board of Directors. Brice Mindrum seconded the motion. Motion passed unanimously.

Heidi Jex made a motion to approve the CONSENT ITEMS. Toni Christensen seconded the motion. Motion passed unanimously.

- Ratify New Hires
 - Haydee Pippin – Kitchen Assistant
 - Dawn Rushing – SPED
- Approve Board Meeting Minutes from September 11, 2012
- Ratify Brice Mindrum and Ken Bradshaw to work with Sheldon on moving forward to get the financing on the new building.

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

- Discuss Administrator/Principal Evaluations – Ken explained that Kim Dohrer sent him a series of sample evaluation instruments. Ken would like have a subcommittee of the board to work with Lani to look at these instruments and from those compile either one that you like or a composite of those and bring it back to the board next month. Beckie, Heidi and Toni volunteered to be on the committee along with Lani. **Penn Bradshaw made a motion to approve the Principal Evaluation committee (comprised of Beckie Eastman, Heidi Jex and Toni Christensen) be organized and documents be forged and they will report back at the next board meeting. Michele Kersey Smith seconded the motion. Motion passed unanimously.** Beckie was appointed as the lead on this committee.

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.

REPORTS

➤ **Board of Directors**

- Review 2012-2013 Budget as of September 30, 2012 – Brice deferred to Ryan to present the budget. The big news is the October 1 count. We have 902 students. This really helped the budget. We will need to amend the budget to reflect the actual numbers. The only item of interest from the fixed assets is that we have still not been invoiced for the bleachers. Overall budget looks great. Ryan briefly touched on a few items that were over budget but nothing to be concerned about. Lani would love to increase the budgeted amount of staff bonuses.

➤ **Parent Organization** – Toni Christensen

- 5K went really well with a great turn out. It was the big thing that we did this month. Beckie did her best time ever.
- Book Fair is coming up next week and we are doing two – one in each building

➤ **Administration**

- Update on “Technology in our School” – Lani updated the board on what the administration is doing to implement technology in the school. She briefly reviewed the Technology Standards. We have a teacher’s procedures book in place. Teachers are held what we put in that handbook and part of that is the need to implement the technology learning standards the classroom. Lani briefly explained how this is monitored and evaluated by both herself and Vicki
 - ✓ 5-Year Technology Plan – Jake will be working with us on putting together the 5 year technology plan. Lani, Vicki, IT department and instructional coaching staff have worked together in putting together the schools needs which won’t have pricing – that is what Jake will do. When they have the cost, Lani will work with Ryan to get it budgeted in the future. We are currently on our fifth year and Jeff has been working on keeping us a float. Next year we would like to replace a lot of our labs probably to a thin client. It’s expensive to keep us up to date with technology. There was a brief discussion on the needs list. Brice would like to take more time to look at the information. Ken recommended having a meeting with the finance group and administration to make sure that we are addressing the needs of technology. Ken also wants to make sure that we have stable numbers for the future since he has heard that there will possibly be another charter in West Haven.
- Fall Survey Results – Lani briefly reviewed the parent survey. Last year we had 177 parents complete our survey. This year we had 354 parents respond. Lani sent out the survey out through SIS which helped get more responses. Lani briefly reviewed the results. Overall the school did very well as well as the individual teachers. Lani and Vicki are currently working on a teacher survey. Toni would like to have a question regarding how POQA can help the teachers.

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- State of the School – Vicki Barlow
 - ✓ Sept 19 – Guitar Club officially started. We have 15 students in attendance. It is through Casonus Music
 - ✓ School choir started today. We had about 70 students.
 - ✓ Sept 19 – QA Student Council was announced and our first meeting was on September 21st. We have 12 wonderful representatives.
 - ✓ Sept 27 – Movie Night sponsored by the Student Council at the Cinepoint 6. We sold over 170 tickets.
 - ✓ Sept 28 – Black Island Farms field trip for the 2nd grade
 - ✓ Sept 28 – Diane Arrington was awarded the Paraprofessional of the year by Council for Children with Behavior Disorders. We are extremely proud of Diane.
 - ✓ Oct 3 – We officially began Debate Club & Yearbook/Photography Club at the Jr. High for 6th – 9th graders. We had close to 50 students in attendance.
 - ✓ Oct 4 – Field trip to “This is the Place Heritage Park” for the 4th graders which directly ties into their core.
 - ✓ Staff training offered this month:
 - ★ 1st – 5th grade started training on “Bits and Bytes” which is a new math fluency program
 - ★ K-5 teachers had training sessions during their lunch hour on Write Reflections
 - ★ UTIPS set up and training
 - ★ Words their Way training
 - ★ QacBlog training by Nicki Slaugh
 - ★ Suzanne Larsen and Nicki Slaugh are preparing a reading comprehension strategy training for grades 3rd – 6th which will begin after parent teacher conferences.

There was no PUBLIC COMMENT.

OTHER BUSINESS ITEMS (For Discussion Only)

- Calendaring Items – Ken Bradshaw
 - Next Meeting November 13, 2012

6:42 PM – Brice Mindrum made a motion to ADJOURN. Michele Kersey Smith seconded the motion. Motion passed unanimously. (Duration 41:43)

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