



Quest Academy

Board Meeting Minutes

Tuesday, May 14, 2013

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

In Attendance: Brice Mindrum (telephonically), Michele Kersey Smith, Heidi Jex, Penn Bradshaw, Ken Bradshaw, Vicki Barlow (Interim Principal), Dawn Kawaguchi (AW), Ryan Smith (AW), Gabe Clark (AW)

Excused: Toni Christensen

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

6:14 p.m. – CALL TO ORDER – Ken Bradshaw

- Brice Mindrum will be attending the meeting electronically

Penn Bradshaw made a motion to convene as the Quest Academy Board. Michele Kersey Smith seconded the motion. Motion passed unanimously.

Heidi Jex made a motion to approve the CONSENT ITEMS. Michele Kersey Smith seconded the motion. Motion passed unanimously.

- Approve Board Meeting Minutes from April 9, 2013
- Approve Closed Board Meeting Affidavit from April 9, 2013
- Ratify to set the cutoff date of accepting principal resumes until April 15th

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

- Discuss and Vote on New Board Member with a term expiring June 2016 – Ken briefly reviewed the process of the decision of the board selection of a new board member. Since all board members with one exception sent in only one name. Ken stated that since there was only one name there is no need to do interviews. Ken is happy to announce that the person selected is Mr. Jade Beckman. **Penn Bradshaw made a motion to appoint Mr. Jade Beckman to fill the unexpired term of Beckie Eastman to expire in June 2016. Michele Kersey Smith seconded the motion.** Brice stated that even though he thought Jade was the best candidate for the job, he felt like the board should have held public interviews so that the public could also see that he is the most qualified. Heidi stated that she thought that the candidates were exceptional and would like to see them become involved on the community council. Ken asked to put that on the board agenda next month. **The votes were as followed:**

Michele Kersey Smith – Aye

Heidi Jex – Aye

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Penn Bradshaw – Aye
Ken Bradshaw – Aye
Brice Mindrum – No

Motion passes with a majority vote.

- Discuss and Vote on Principal Interview Process – Ken stated that Penn and Heidi have screened the candidates down to five. Ken reviewed the principal interview process. One of the stations will be the “School Improvement Plan”. Each candidate will be required to complete a school improvement plan draft before they come into the interview. Ken read the list of the parents, teachers and staff that were chosen at random along with three board members.

School Improvement Plan

- ★ Cimberly Ernie – Staff
- ★ Jennifer Brown – Parent
- ★ Michele Kersey Smith – Board
- ★ Jennifer Backus – Parent

Scenario #1 – Strategic and Instructional Leadership

- ★ Sally Hansen – Staff
- ★ Lalani Williams – Parent
- ★ Harry Short – Staff
- ★ Laura Neeley – Parent

Scenario #2 – Cultural and Human Resources Leadership

- ★ Angele Spader – Staff
- ★ Brittney Zimmerman – Parent/POQA
- ★ Dianne Arrington – Staff
- ★ Stephanie Chapman – Parent

Scenario #3 – Managerial and External Development in Leadership

- ★ Vicki Barlow – Staff
- ★ Trystal Pay – Parent
- ★ Jade Beckman – Board
- ★ Shila Schneider – Staff

Individual Interview

- ★ Brandy Beckman – Staff
- ★ Jessa Shorten – Parent
- ★ Ken Bradshaw – Board
- ★ Roxanne Shipman – Staff

Penn stated that if for any reason that these people cannot commit to the date that is chosen, please let the board know. They will replace the person with another person from what pool they were drawn out of.

- Discuss and Vote on Date for Principal Interviews – Ken would like to propose the date to interview principal candidates on Friday, May 31st. He asked the all that were present if that date will work. This process will take most of the day. **Heidi Jex made a motion to set the date for the principal interviews on May 31st at 9:00 a.m. at the school. Jade Beckman seconded the motion. Motion passed unanimously.**
- Discuss and Vote on Bullying and Hazing Policy REV B – Vicki briefly reviewed the amended Bullying and Hazing Policy which includes provisions regarding notification of parents in connection with bullying and hazing incidents and

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threats of suicide. She reported that the school is already doing this and now it is in the policy. **Penn Bradshaw made a motion to approve the Bullying and Hazing Policy Revision B. Michele Kersey Smith seconded the motion. Motion passed unanimously.**

REPORTS

➤ Board of Directors

- Review 2012-2013 Budget as of April 30, 2013 – Brice asked Ryan Smith to report the budget as of April 30th. Ryan stated that this last month was business as usual. However, there are a couple of items he touched on. The school received a reimbursement check from the insurance company for the flood damage of the parking lot. USDA has contact Ryan because they would like to visit the school on May 29th @ 10 a.m. He has forwarded that letter to Ken. They would like at least one board member and administration present. Ken stated that he would be available for this meeting. Ryan and Brice sat down and came up with a worksheet for Ken to look over. Ken asked some additional budget questions to Ryan.

➤ Parent Organization – Brittney Zimmerman

- Carnival brought in about \$4,000 (less than what we normally do)
- BOGO book fair
- Volunteer Thank You
- Teacher Appreciation Week
- Planning field day

➤ Administration

- State of the School – Vicki Barlow
 - ✓ CRT testing is finally over. A special thank you went out to Tammy Mindrum for carrying out a very smooth process.
 - ✓ It is now Field Trip Season at QA
 - ★ Apple Store Field Trip – These are very unique and fit our mission and focus. They are free to the students. They provide a free t-shirt and flash drive for each our students.
 - ❖ Riding Front Runner down to Apple Store since they offer students a onetime free passage on FR train.
 - ★ Thanksgiving Point – 3rd & 4th grades
 - ★ Treehouse Museum – Kindergarten
 - ★ Antelope Island – 2nd grades
 - ★ Nature Center – 3rd grades
 - ✓ “Pirates Life for Me” production put on by the QA drama club
 - ★ Thank you to Mrs. Dunmire and Mrs. Richins for all of their efforts in putting this production together.
 - ★ Discount on tickets if you purchase early

PUBLIC COMMENT was made by Shauna Ryan.

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6:45 PM – Heidi Jex made a motion to leave the public meeting and convene in a EXECUTIVE (CLOSED) SESSION for the purpose of discussing the character, professional competence or physical or mental health of an individual(s). Penn Bradshaw seconded the motion. Motion passed unanimously.

7:00 PM – Ken Bradshaw stated, “That we are back in our public meeting, we have just left our executive session wherein we discussed the character, competence, professionalism, mental health or physical well-being of an individual and no other decisions, purchases or contracts were negotiated during that period of time.”

BUSINESS ITEMS (Cont.)

- *Discuss and Vote on “Board Award” amounts* – Ken reminded the public that historically the board has given “bonuses” in the winter and in the spring. In the winter, the board decided not to give bonuses this spring as traditionally noted. The board then instituted the board award. The board is going to decide on the award amounts. If the bonuses are significant enough then the thought is that they will become something that people are going to want to get involved in. Brice explained that the school has about \$7,000 in the budget for the spring bonuses. Ken reviewed the process of the board awards thus far. The board has come up with four individuals out of fifteen. Penn stated that it was pretty darn close. One person had one more vote than the others. Penn recommended dividing up the \$7,000 evenly among the four to be \$1,750. **Penn Bradshaw made a motion to approve the board award amount to be divided evenly among the four individuals in the amount of \$1,750 each. Heidi Jex seconded the motion. The votes were as follows:**

Brice Mindrum – Aye

Jade Beckman – Aye

Penn Bradshaw – Aye

Heidi Jex – Aye

Michele Kersey Smith – Aye

Ken Bradshaw – Aye

Motion passed unanimously.

OTHER BUSINESS ITEMS (For Discussion Only)

- Calendaring Items – Ken Bradshaw
 - Next Meeting June 11, 2013

7:07 PM – Penn Bradshaw made a motion to ADJOURN. Michele Kersey Smith seconded the motion. Motion passed unanimously.

May Action Items:

1. Send out the “thank you” letters to the board candidates not chosen and ask them if they are interested in serving on the Community Counsel – **Dawn**

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