



Quest Academy

Annual Board Meeting Minutes

Tuesday, June 11, 2013

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

In Attendance: Brice Mindrum, Michele Kersey Smith, Penn Bradshaw, Ken Bradshaw, Vicki Barlow (Asst. Principal), Dawn Kawaguchi (AW), Ryan Smith (AW), Dave Bullock (Principal), Ryan Tippetts (Asst. Principal), Jade Beckman (6:12 p.m.)

Excused: Heidi Jex and 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

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

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

- Ratify New Hires
 - Trevore Moore - Computer Tech
 - Tamara Richins – Kindergarten
 - Adam Sturm – History
 - Natalie Youngberg – Jr. High Math
 - Coreen Hurst – Jr. High Science
 - Kurt Ward – P.E.
- Approve Board Meeting Minutes from May 14, 2013
- Approve Closed Board Meeting Affidavit from May 14, 2013

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

- Discuss and Vote on Principal/Director Position – Ken briefly recapped the principal interviews. Ken thanked all who participated in the interviews. Ken revealed that the board has chosen Dave Bullock. **Penn Bradshaw made a motion to approve Dave Bullock to serve as the Principal of Quest Academy. Michele Kersey Smith seconded the motion. Motion passed unanimously.**
- Discuss and Vote on Vice Principal Position – Ken explained that following the principal interviews the board has chosen Ryan Tippetts to serve as the Vice Principal in Q1. **Penn Bradshaw made a motion to approve Ryan Tippetts as the Vice Principal over the Elementary. Brice Mindrum seconded the motion. Motion passed unanimously.**
- Discuss and Ratify Board Members and Terms – Ken Bradshaw explained that this is the annual board meeting and the bylaws and charter require the board

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to discuss and ratify all members and their terms. **Brice Mindrum made a motion to ratify the board member and their terms as follows:**

- **Kristen Hales – *NEW* 1-year term to expire June 2014**
- **Jade Beckman – June 2016**
- **Ken Bradshaw – June 2014**
- **Penn Bradshaw – June 2016**
- **Heidi Jex – June 2015**
- **Michele Kersey Smith – June 2017**
- **Brice Mindrum – June 2017**

Michele Kersey Smith seconded the motion. Motion passed unanimously.

➤ Discuss and Ratify Board Officers – Ken opened the table for discussion on the board officers. They are currently as follows:

- President –Ken Bradshaw
- Vice President – Penn Bradshaw
- Financial Coordinator – Brice Mindrum
- Secretary – Heidi Jex

Penn Bradshaw made a motion to keep the Board Officers as presently constituted. Michele Kersey Smith seconded the motion. Motion passed unanimously.

➤ Discuss and Vote on the 2012-2013 Final Amended Budget – Brice briefly reviewed the final amended budget. He stated that we only had to borrow about \$50,000 from the surplus. **Brice Mindrum made a motion to approve the 2012-2013 Final Amended Budget as presented in the board packet. Penn Bradshaw seconded the motion. The votes were as follows:**

- Brice Mindrum – Aye**
- Michele Kersey Smith – Aye**
- Penn Bradshaw – Aye**
- Ken Bradshaw – Aye**

Motion passed unanimously.

➤ Discuss and Vote on the 2013-2014 Annual Budget – Brice reviewed on the 2013-2014 Annual Budget. This is really just a baseline for us. With the changes in positions, the salaries are not going to be accurate. **Brice Mindrum made a motion to approve the 2013-2014 Annual Budget. Penn Bradshaw seconded the motion. The votes were as follows:**

- Brice Mindrum – Aye**
- Michele Kersey Smith – Aye**
- Penn Bradshaw – Aye**
- Ken Bradshaw – Aye**

Motion passed unanimously.

➤ Discuss and Vote on Opening Bank Account for USDA Loan Reserve – Ken reported that when the board bought the secondary building last year, they were required to put 10% of the loan money in a reserve account to build up full payment. The board assumed the lender (USDA) was going to take care of this but it turns out this was not the case. USDA recently contacted the board to remind them that they need to put \$51,000 in the account. Thereafter, the board will make monthly deposits of about \$1,500 into this account. **Penn**

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Bradshaw made a motion to open a bank account for the USDA loan reserve. Michele Kersey Smith seconded the motion. Motion passed unanimously.

- Discuss and Vote the Summer Purchasing Plan – Vicki reported that she is working on the summer purchasing plan. Since we are not ready to vote on this Ken recommended tabling this item and creating a committee to help Vicki. **Penn Bradshaw made a motion to establish a three person subcommittee to work with administration to decide on any purchases that need approval in the interim. Michele Kersey Smith seconded the motion. Motion passed unanimously.** Ken asked for Board volunteers to be on the subcommittee with the administration. The committee will be Jade, Michele and Brice.
- Discuss Community Council – Heidi has asked to be excused so Ken will move this to next month. Ken informed the board that a number of informational packets and documentation have been provided for the administration.

REPORTS

- **Parent Organization** – Brittany Zimmerman reported that POQA is taking a well deserved break.
- **Administration**
 - State of the School – Vicki Barlow
 - ✓ May 20th: 1st grade operas
 - ✓ May 21st: Nova Graduation
 - ✓ May 23rd: Talent Show (during the show Reading Program Winners and 200 Club Winners were announced)
 - ✓ May 23rd: 2-9 grades attended the Michael Vey Reading Rocks Assembly
 - ✓ May 24th: Yearbook Signing Day – This year separate yearbooks were created for K-5 students and 6-9 students. Covers for the yearbooks were designed by QA students.
 - ✓ May 24th: The QA Board held a Looking Ahead Celebration for faculty and staff. The board presented *Teach like a Champion* to all faculty and staff. The board also provided lunch.
 - ✓ May 28th: Field Day
 - ✓ June 7th: Faculty and Staff attended a School Safety Conference at Roy High School

There was no PUBLIC COMMENT.

OTHER BUSINESS ITEMS (For Discussion Only)

- Calendaring Items – Ken Bradshaw
 - 2013-2014 Board Meeting Schedule – Ken would like to keep the same board meeting schedule that is currently doing. **Brice Mindrum made a motion to keep the Board Meetings on the second Tuesday of every month at 6 p.m. for the fiscal year 2013-2014. Michele Kersey Smith seconded the motion. Motion passed unanimously.**

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- Next Meeting August 13, 2013 – **Jade Beckman made a motion to cancel the July Board Meeting. Michele Kersey Smith seconded the motion. Motion passed unanimously.**

Ken took some time to talk about the new era. He stated that there will be a new saying in both buildings that will state, “It is all about the children!” The board also publically thanked Vicki Barlow for the amazing job that she has done these past few months. Ken publically thanked Brice for the candid conversations that they have recently had.

6:26 PM – Brice Mindrum made a motion to ADJOURN and reconvene in August. Jade Beckman seconded the motion. Motion passed unanimously. (Duration 25:03)

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