



Quest Academy

Board Meeting Minutes

Tuesday, November 12, 2013

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

In Attendance: Brice Mindrum, Heidi Jex, Eddie Green, Jade Beckman, Michele Kersey Smith, Penn, Bradshaw, Ken Bradshaw, Dave Bullock (Principal), Ryan Tippetts (Q1 VP), Vicki Barlow (Q2 VP), Dawn Kawaguchi (AW), Ryan Smith (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. Brice Mindrum seconded the motion. Motion passed unanimously.

CONSENT ITEMS

- Ratify New Hires – Dave stated that Nicole Young has been hired as a third grade teacher. **Heidi Jex made a motion to ratify the new hire. Penn Bradshaw seconded the motion. Motion passed unanimously.**
- Approve Board Meeting Minutes from October 8, 2013 – There was no further discussion. **Brice Mindrum made a motion to approve the board meeting minutes from October 8, 2013. Michele Kersey Smith seconded the motion. Motion passed unanimously.**
- Approve Electronic Board Meeting Minutes from October 22, 2013 – There was no further discussion. **Heidi Jex made a motion to approve the electronic board meeting minutes from October 22, 2013. Penn Bradshaw seconded the motion. Motion passed unanimously.**

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

- Discuss and Vote on Background Check Policy (Revision A) – Ken stated that the board has adopted a background check policy but he has noticed that there is no information on directing the administration how to proceed if anything comes up on a background check. Ken has composed a background check criteria to recommend adding to the Background Check Policy. He reviewed the criteria. There was a discussion on expungement. There was a discussion on parent volunteers getting a background check. The board would like the parents to review this policy. **Heidi Jex made a motion to table the Background Check Policy (Revision A) and send it to POQA and community council for their input and recommendation.**

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.

Michele Kersey Smith seconded the motion. Motion passed unanimously.

- Discuss and Vote on the Wellness Policy Revision A – Dave briefly reviewed the small change the administration is recommending on the Wellness Policy. There was a discussion on what the change in “administration” meant. **Penn Bradshaw made a motion to approve the Wellness Policy Revision A as presented. Brice Mindrum seconded the motion. Ken Bradshaw opposed this motion. Motion passed with a majority vote.**
- Discuss and Vote on Purchase of Janitorial Equipment not to exceed \$10,000 – Dave briefly reviewed the two purchases of janitorial equipment. He did receive two bids for both the auto scrubber and carpet extractor. Dave stated that the school spends about \$10,000 every year to clean the carpets and floors so after a year these machines will have paid for themselves. QA employees have been doing the janitorial service which is saving the school thousands of dollars. There was a discussion on the how these employees are being paid. **Penn Bradshaw made a motion to approve the purchase of janitorial equipment not to exceed \$10,000. Michele Kersey Smith seconded the motion. The votes were as follows:**

Brice Mindrum – Aye

Heidi Jex – Aye

Eddie Green – Aye

Jade Beckman – Aye

Michele Kersey Smith – Aye

Penn Bradshaw – Aye

Ken Bradshaw – Aye

Motion passed unanimously.

- Discuss and Vote on use of bonus monies for teachers – Dave stated that Ryan sent out a staff survey to the employees to ask them what they would like to see. The results came back that they would like to feel more appreciated. Dave briefly explained what the administration would like to do with the bonus money. The administration is recommending three bonus areas where they can recognize employees.
 1. Appreciation – Acknowledge and show appreciation to faculty similar to Best of Quest. They would most likely receive a gift card.
 2. Student Outcomes Allocation *Plan* (SOAP) – This will provide money for grade level teams. The team will collaborate on what the student needs are by grade level. This will be approved by administration.
 3. Performance – This is an opportunity for administration to recognize educators who are going above and beyond and also consistently displaying excellence. Some of indicators that the administration would be looking at are teachers who are successfully implementing the techniques of “Teach Like a Champion” and student performance improving according to accreditation accountability.

There was a discussion on when these bonuses would be given out and who would be deciding who will be receiving these bonuses. There was a

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discussion on the difference from the way it was done last year. **Jade Beckman made a motion to approve the proposed performance based reward program as recommended by Dr. Dave. Heidi Jex seconded the motion. Motion passed unanimously.**

- Discuss and Vote on Amended 2013-2014 Annual Budget as of October 31, 2013 – Brice briefly reviewed the budget as of October 31st. Items of interest is the projected surplus which should push us over one million in total surplus. Ryan stated that there is one change the budgeted amount for the IT coach. It will be a reduction of \$13,000 because it will be coming out of Title II. **Heidi Jex made a motion to approve the amended 2013-2014 annual budget as of October 31, 2013. Penn Bradshaw seconded the motion. Motion passed unanimously.**

REPORTS

- **Parent Organization** – Eddie Green
 - **Nov1:** Family Skate Night – students wore their costumes
 - **Nov 9:** Photo Fundraiser went very well
 - **Nov 18:** Spirit Night @ Papa Murphy's in Clinton
 - **Nov 25-29:** No school – Thanksgiving break
 - Reading program started this month
 - October 28th started the Penny Wars between Q1 & Q2. Pennies will be collected until May 2nd to raise money for a new marquee
- **Administration**
 - State of the School – Dave Bullock
 - ✓ Halloween & Parade was very successful and the administration already have their costumes for next year
 - ✓ Halloween Stomp was a hit.
 - ✓ Parent Teacher Conferences went well
 - ✓ Teachers are submitting accreditation accountability information
 - ✓ Faculty survey was sent out
 - ✓ In the spirit of Thanksgiving, students are submitting “Gratitude cards” where they are writing down what they are grateful for which will be displayed in the halls.
 - ✓ The administration has been conducting classroom observations. Our teachers are great and they have been very receptive to feedback.

Ken stated that our teachers are going above and beyond and then some what others are doing. Dave reiterated that our teachers are amazing and they implement “best practices”.

There was PUBLIC COMMENT made by Alisa Zimmerman and Braxton Trujillo.

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Ryan stated that the audit report has been issued and it was a clean audit.

OTHER BUSINESS ITEMS (For Discussion Only)

- Calendaring Items – Ken Bradshaw
 - No Board Meeting in December
 - Next Meeting January 14, 2014

6:58 PM – Michele Kersey Smith made a motion to ADJOURN until our next board meeting in January. Penn Bradshaw seconded the motion. Motion passed unanimously. (Duration 57:31)

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