



# Quest Academy

## Annual Board Meeting Minutes

### Tuesday, June 10, 2014

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

**In Attendance:** Eddie Green, Heidi Jex, Brice Mindrum, Tabitha Grahn (POQA), Michele Kersey Smith, Penn Bradshaw, Ken Bradshaw, Jade Beckman, Ryan Tippetts (Q1 VP), Dave Bullock (Principal), 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

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

**Heidi Jex made a motion to convene as the Quest Academy Board. Michele Kersey Smith seconded the motion. Motion passed unanimously.**

**Brice Mindrum made a motion to approve the CONSENT ITEMS. Penn Bradshaw seconded the motion. Motion passed unanimously.**

- Ratify New Hires
  - Kindergarten: Wendy Cowan (part-time)
  - Kindergarten: Stacey McBride (part-time)
  - First Grade: Ronda Hills (part-time)
  - First Grade: Lisa Teichert (part-time)
  - First Grade: Amy Nelson
  - Second Grade: Carilyn Hutchison
  - Third Grade: Susan Goldsberry
  - Third Grade: Nathan Skoubye
  - Third Grade: Nichole Lloyd
  - Fourth Grade: Jordan Herzog
  - Fifth Grade: Allison Pfister
  - Fifth Grade: Jessica Tonnies
  - Jr. High PE: Brittany Ward
  - Jr. High Language Arts/Librarian: Becca Ingersol
  - Jr. High Math: Kevin Beals
  - Jr. High tutor: Cherstie Crawford
- Approve Board Meeting Minutes from April 8, 2014
- Approve Electronic Board Meeting Minutes from May 29, 2014
- Ratify the approval of the purchase of an auto scrubber
- Ratify the tabling of the orbital scrubber purchase and discuss it in the June

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- meeting
- Ratify the approval of the Special Education computer purchase not to exceed \$14,000
- Ratify that Global Surveillance has not been responsive and to approve the Peak Alarm purchase in the amount of \$16,925
- Ratify the approval the amended 2014-2015 school calendar to include the three professional development days

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

- Discuss and Vote on the 2013-2014 Final Amended Budget – Brice Mindrum briefly reviewed the final budget. Ryan has made changes so that all items align. We came in under budget in many areas. **Heidi Jex made a motion to approve the 2013-2014 final amended budget. Jade Beckman seconded the motion. The votes were as follows:**

**Heidi Jex – Aye**  
**Brice Mindrum – Aye**  
**Tabitha Grahn – Aye**  
**Michele Kersey Smith – Aye**  
**Penn Bradshaw – Aye**  
**Jade Beckman – Aye**  
**Ken Bradshaw – Aye**

**Motion passed unanimously.**

- Discuss and Vote on the 2014-2015 Annual Budget – Brice Mindrum briefly reviewed the 2014-2015 budget. This is just a starting point of where we hope to be at the end of the year. We have projected more students for next year which comes with more teachers and salaries. **Penn Bradshaw made a motion to approve the 2014-2015 annual budget. Michele Kersey Smith seconded the motion. The votes were as follows:**

**Heidi Jex – Aye**  
**Brice Mindrum – Aye**  
**Tabitha Grahn – Aye**  
**Michele Kersey Smith – Aye**  
**Penn Bradshaw – Aye**  
**Jade Beckman – Aye**  
**Ken Bradshaw – Aye**

**Motion passed unanimously.**

- Discuss and Vote on Resolution for Schools and Libraries Universal Services (E-Rate) for 2014-2015 – Ken Bradshaw briefly reviewed the E-Rate resolution. **Heidi Jex made a motion to approve the resolution for school and libraries Universal Services (E-Rate) for 2014-2015. Brice Mindrum seconded the motion. The votes were as follows:**

**Heidi Jex – Aye**  
**Brice Mindrum – Aye**  
**Tabitha Grahn – Aye**  
**Michele Kersey Smith – Aye**  
**Penn Bradshaw – Aye**  
**Jade Beckman – Aye**

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**Ken Bradshaw – Aye**

**Motion passed unanimously.**

- Discuss and Vote on Bell Janitorial purchase (Orbital Scrubber) in the amount of \$2,055.37 – Dave Bullock briefly reviewed the use of the orbital scrubber which the school has rented in the past. Dave had a discussion with Craig at Bell Janitorial and he has lowered the rental price considerably to \$45. Since the school is currently renting the machine, Bell Janitorial will put the rental money towards the purchase. There was a discussion on the cost vs. renting. **Penn Bradshaw made a motion to approve the Bell Janitorial purchase (orbital scrubber) in the amount of \$2,055.37. Jade Beckman seconded the motion. The votes were as follows:**

**Heidi Jex – Aye**

**Brice Mindrum – Aye**

**Tabitha Grahn – Aye**

**Michele Kersey Smith – Aye**

**Penn Bradshaw – Aye**

**Jade Beckman – Aye**

**Ken Bradshaw – Aye**

**Motion passed unanimously.**

- Discuss and Vote on Amended 2014-2015 Student Fee Schedule – Dave Bullock stated that the CTE teacher received state funds and purchased a 3D printer. The supplies for the new printer are costly so the fee for CTE was increased to \$25 to help subsidize the supplies. **Brice Mindrum made a motion to approve the amended 2014-2015 student fee schedule. Michele Kersey Smith seconded the motion. Motion passed unanimously.**
- Discuss and Vote on the purchase of Computer and Technology Equipment not to exceed \$140,000 – Tammy Mindrum reviewed the computer and technology that the school would like to purchase for the new school year. Request for bid was sent out and posted. ETS was the only company that responded. They are working on a furniture bid which is where the computer tables will be added. **Heidi Jex made a motion to approve the purchase of computer and technology equipment not to exceed \$140,000. Penn Bradshaw seconded the motion. The votes were as follows:**

**Jade Beckman – Aye**

**Penn Bradshaw – Aye**

**Michele Kersey Smith – Aye**

**Tabitha Grahn – Aye**

**Brice Mindrum – Aye**

**Heidi Jex – Aye**

**Ken Bradshaw – Aye**

**Motion passed unanimously.**

- Discuss and Vote on Guided Reading Program/ Library (K-6) not to exceed \$22,000 – Nicki Slauch reviewed the guided reading program/library (K-6) by showing a powerpoint presentation along with videos to show how the program works. Each grade K-6 will start off with 100 books for their leveled library. Ken gave an editorial comment on how ecstatic he is with the direction that the school is going. The dream has been to take all of the finest attributes of the

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finest technology and be able to custom blend and design what that individual student needs. This is the first time that Ken has really seen with both presentations the coming together of that vision. Ken commended the administration and faculty.

**Penn Bradshaw made a motion to approve the guided reading program/library (K-6) not to exceed \$22,000. Michele Kersey Smith seconded the motion. The votes were as follows:**

**Jade Beckman – Aye  
Penn Bradshaw – Aye  
Michele Kersey Smith – Aye  
Tabitha Grahn – Aye  
Brice Mindrum – Aye  
Heidi Jex – Aye  
Ken Bradshaw – Aye**

**Motion passed unanimously.**

- *Discuss and Ratify Board Members and Terms* – Ken Bradshaw reviewed the board members and terms. **Brice Mindrum made a motion to approve and ratify the following board members and their terms:**

- **Tabitha Grahn – \*NEW\* 1-year term to expire June 2015**
- **Ken Bradshaw – \*NEW\* 4-year term to expire June 2018**
- **Heidi Jex – June 2015**
- **Jade Beckman – June 2016**
- **Penn Bradshaw – June 2016**
- **Michele Kersey Smith – June 2017**
- **Brice Mindrum – June 2017**

**Heidi Jex seconded the motion. Motion passed unanimously.**

- *Discuss and Ratify Board Officers* – Ken Bradshaw opened the floor to nominations. There was no further discussion. **Jade Beckman made a motion to ratify the board officers as follows:**

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

**Michele Kersey Smith seconded the motion. Motion passed unanimously.**

## **REPORTS**

- **Parent Organization** – Eddie Green
- Donated \$7,000 for the school security cameras
  - Donated about \$3,000 for field trips
  - Ended the year with a healthy budget
  - Tabitha is ready to get started for next year
- **Administration**
- State of the School – Dave Bullock
    - ✓ Thanked the POQA for the donation for the security cameras. They have been installed and we are learning how to use them

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- ✓ 1,013 students currently enrolled for next year (October 1 count was 951 last year)
- ✓ Thanks to Nicki and Tammy for their help with new teachers
- ✓ Testing went so smooth thanks to Tammy, Toni and Stacey
- ✓ DWA test scores are back. They are very good.

**There was no PUBLIC COMMENT.**

**7:05 PM – Penn Bradshaw made a motion to leave the public meeting and go into an executive CLOSED SESSION to discuss the character, professional competence or physical or mental health of an individual(s). Michele Kersey Smith seconded the motion. Motion passed unanimously.**

**7:45 PM – Penn Bradshaw made a motion to a made a motion to leave the CLOSED SESSION, not have a July Meeting and meet on August 12<sup>th</sup> and ADJOURN. Brice Mindrum seconded the motion. Motion passed unanimously.**

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