

Quest Academy

Board Meeting Minutes

Tuesday, May 8, 2018

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



NOTE: It is possible that the QA Board of Directors may be utilizing an electronic meeting component with one or more of their members.

In Attendance: Jade Beckman, Michele Kersey Smith, Brittney Hale, Penn Bradshaw, Ken Bradshaw, Steven Reeve (via phone), Debbie Kingsford (6:04 p.m.)

Others in Attendance: Dave Bullock, Angelee Spader, Dawn Kawaguchi, Nicki Slauch, Gabe Clark, Ryan Smith

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

6:01 PM – CALL TO ORDER – Ken Bradshaw

Ken Bradshaw made a few changes to agenda due to Steve Reeve being out of town and attending this meeting telephonically and a student comment.

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

- Approve March 13, 2018 Board Meeting Minutes

Ken Bradshaw, Penn Bradshaw and Jade Beckman have left the room due to a conflict of interest on the next voting item. Ken aske Gabe Clark to conduct the meeting in his absence.

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

- Discuss & Vote on Tuition Reimbursement for Brandy Beckman in the amount of \$3,738.25 – Dave Bullock reviewed Brandy's tuition reimbursement. This is the final reimbursement for her degree. Steve asked if this was different from the last one. Dave reported that teachers can either submit all at once at the end or they can submit along the way. Brandy has chosen to submit along the way. **Michele Kersey Smith made a motion to approve the tuition reimbursement for Brandy Beckman in the amount of \$3,738.25. Brittany Hale seconded the motion. Ken Bradshaw, Penn Bradshaw and Jade Beckman were not present for the voting. The votes were as follows:**

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Debbie Kingsford – Aye
Michele Kersey Smith – Aye
Brittany Hale – Aye
Steve Reeve – Aye

Motion passed with a majority vote.

6:07 p.m. Ken, Penn and Jade have returned to the room. Debbie Kingsford and Steve Reeve has been excused from the meeting.

SPECIAL STUDENT PRESENTATION

- Evalynn Wood (4th Grade Student) addressed the board about the dangers of Styrofoam trays and recommended switching the reusable plastic trays. She gave facts on Styrofoam such as how much trash it produces a day and how long it takes to decompose. She also stated the dangers it can cause by polluting our lands and waters with horrible chemicals. These chemicals are very dangerous for children and could cause cancer. the savings if the school purchased reusable trays. Evalynn also gave annual cost savings for switching to reusable plastic trays.
- Rube Goldberg State Champions – Cody & Hunter (9th graders) are the two students who lead the school's team for the Rube Goldberg project. They shared their story of winning first place in the state and how they went to Chicago for Nationals and took 4th place. Nicki stated that they made adjustments to their project before they took it to Nationals. Dave showed the board a short clip of their project.

BUSINESS ITEMS (Continued)

- Discuss & Vote to Select Winning Offeror for the RFP for Design Build Services for the the SpEd Addition – Jade Beckman reviewed the SpEd project. Three responses were received. Dr. Dave, Casey and Diane were on the evaluation committee. This committee went through each proposal and scored them in the following areas: 1) Experience, Qualifications, and Track Record; 2) Past Performance for QA and/or References; and 3) Management Plan. Jade was the cost evaluator. He scored each of the proposals based on the criteria set forth in the RFP. He reviewed the total scores. One West Construction was the lowest cost and has scored the highest which gave them the winning bid. **Jade Beckman made a motion to select One West Construction for design build services for the SpEd addition. Penn Bradshaw seconded the motion. Motion passed unanimously.**
- Discuss & Vote on SpEd Furniture Purchase not to exceed \$20,000 – Diane Arrington stated that they will be using a portable until the addition is complete. She will need furniture for the portable which she will then use in the new addition. **Jade Beckman made a motion to approve the SpEd furniture purchase not to exceed \$20,000 noting that the**

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present cost is \$11,884.01. Michele Kersey Smith seconded the motion. The votes were as follows:

Jade Beckman – Aye

Michele Kersey Smith – Aye

Brittany Hale – Aye

Penn Bradshaw – Aye

Ken Bradshaw – Aye

Motion passed unanimously.

- Discuss & Vote to Appoint Audit Committee – Ken Bradshaw stated that it is recommended that two board members and the financial coordinator be on this committee. Ken wanted the vote to be in two parts. **Penn Bradshaw made a motion to appoint the financial coordinator and two other board members as the audit committee. Michele Kersey Smith seconded the motion. Motion passed unanimously. Michele Kersey Smith made a motion to appoint (in addition to the financial coordinator) the POQA representative and Steve Reeve as the other two members be the audit committee. Brittany Hale seconded the motion. Motion passed unanimously.**
- Discuss & Vote Eide Bailly Engagement Letters – Ken Bradshaw stated that Eide Bailly has been the school's the auditor. This is to rehire them for our auditor for fiscal year 2018. **Jade Beckman made a motion to approve the engagement of services provided by Eide Bailly for the year ending June 30, 2018 and allow the Board President to sign on behalf of the school. Michele Kersey Smith seconded the motion. Motion passed unanimously.**

REPORTS

- **Parent Organization** – Brittany Hale (*on behalf of Debbie Kingsford*)
 - Mom & Son Dance was this weekend and we had very good attendance. It wasn't a fundraiser but did make a little bit of money.
 - This week is Teacher Appreciation week and we have lots of fun things planned for the week. This year we included all staff members to be appreciated.
- **Board of Directors**
 - Review 2017-2018 Budget as of April 30, 2018 – Jade Beckman reviewed the budget as of April 30th. He mentioned that we are projecting to have a larger surplus than originally estimated. Jade stated that next month we will present an amended budget. We are also working on next creating year's budget. Both budgets will be approved at the annual meeting in June.
- **Administration**
 - State of the School – Dave Bullock

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- ✓ 5th graders went on a “Mission to Mars”. Angelee had an opportunity to participate this year so Dr. Dave asked her to report on it. Angelee briefly summarized what they had to complete for this project. Awards were given to the top groups.
 - ★ 3rd Place (song) – Ms. Young’s Class
 - ★ 2nd Place (patch) – Ms. Parr’s Class
 - ★ 2nd Place (life support) – Mr. Trujillo’s Class
 - ★ 1st Place Overall – Ms. Parr’s Class
- ✓ SAGE is underway. Angelee and Susan Goldsberry have been the “party planners” for SAGE. They have made it fun and exciting for the students and they aren’t fearful of the testing. They created a song “Testing Face” for SAGE. Breakfast has been provided for the Jr. high. Snacks have been given out prior to tests. Teachers are able to bring up their data right away. So far, we are seeing improvements over last year.
- ✓ Kindergarten Round-Up was last week. It was fun to see all of the new families. We have opened up a 6th class for Kinder. Michele has heard some really great feedback on their kindergarten roundup. We have several volunteers to help with testing. Ken asked about the percentage of new families for this incoming class. Dave reported that about 60% of the students have other siblings in the school.
- ✓ We will be holding a Talent Show the last week of school. Admin and students are getting really excited for this. It is split up into sections by grade. Grade level teams will be participating in the talent show too.
- ✓ Ken asked for an update on the Mastery integration into the school. The transition has been very smooth. Dave gave an update on how Mastery is working in both the elementary and jr. high. The Jr. high also has Edgenuity in math that has helped. We have started using i-Ready. We have received a grant for LA and math K-5. We are continuing our road to understanding and implementing Mastery.

PUBLIC COMMENT

- *Casey Arrington* stated that he was so excited to see these two young men being so successful and to watching Diane look at Hunter. Hunter has been one of Diane’s students since the 3rd grade. This shows you what the capabilities are of students. Casey recognized the board for enabling the administration to give these amazing opportunities such as Rube Goldberg to our kids. These opportunities create more opportunities for students to succeed. Diane added that Hunter is a success story.

OTHER BUSINESS ITEMS (For Discussion Only)

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- Calendaring Items – Ken Bradshaw
 - Next Board Meeting – June 12th – *Ken asked that the board members please be here because we will be voting on the budgets.*

There was no EXECUTIVE SESSION.

7:03 PM – Penn Bradshaw made a motion to ADJOURN. Michele Kersey Smith seconded the motion. Motion passed unanimously. (Duration 1:01:40)

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