



Quest Academy

Board of Director's Meeting Minutes

Tuesday, April 14, 2015

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

In Attendance: Brice Mindrum, Tabitha Grahn, Heidi Jex, Jade Beckman, Penn Bradshaw, Ken Bradshaw

Others in Attendance: Ryan Tippetts, Dave Bullock, Vicki Barlow, Dawn Kawaguchi, Shirley Atkinson, Ryan Smith

Excused: Michele Kersey 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

6:00 PM – CALL TO ORDER – Ken Bradshaw

Heidi Jex made a motion to convene as the Quest Academy Board of Directors. Penn Bradshaw seconded the motion. Motion passed unanimously.

CONSENT ITEMS

- Approve March 10, 2015 Board Meeting Minutes
- Ratify the transfer up to \$40,000 from the surplus to the current budget
Brice Mindrum made a motion to approve the consent agenda. Jade Beckman seconded the motion. The votes were as follows:

Brice Mindrum – Aye

Tabitha Grahn – Aye

Heidi Jex – Aye

Jade Beckman – Aye

Penn Bradshaw – Aye

Ken Bradshaw – Aye

Motion passed unanimously.

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

- Discuss and Vote on Amended 2014-2015 Budget as of March 31, 2015 – Brice stated that the budget required an amendment due to adding the \$40,000 to the current budget under “Computer Equipment”. He added that Dave requested a reallocation of funds. He is requesting taking \$7,500 of “Purchased Property Service” and move it to “Supplies”. The Purchased Property Services accounts for snow removal and since we

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haven't had a large expense there Dave would like to use it for teachers' supplies. There was a discussion on restricted funds and why there are no funds received yet. Federal funding must be spent first before you can request the money to be reimbursed.

Brice Mindrum made a motion to approve the amended 2014-2015 budget as of March 31, 2015 with the change of reallocating \$7,500. Heidi Jex seconded the motion. The votes were as follows:

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

Motion passed unanimously Motion passed unanimously.

- Discuss and Vote on Tuition Reimbursement for Diane Arrington – Dave reported that Diane Arrington has submitted a tuition reimbursement. Diane attended WGU for three years. According to the policy, it states that the employee can be reimbursed up to nine credit hours per year at a rate not to exceed \$150 per semester hour. The total reimbursement would be \$4,050. There was a discussion on what category the reimbursement can be taken from. Brice recommends that moving forward the employee get approval upfront. The recipient must agree to work at the school for a minimum term of three years. Diane was under the impression that you must finish the schooling first before receiving the reimbursement. **Penn Bradshaw made a motion to approve the tuition reimbursement for Diane Arrington retroactively. Heidi Jex seconded the motion. Motion passed unanimously.** There was a second discussion on where the funds can come from to pay the reimbursement. Suggestions were made by board members and administration. **Brice Mindrum made a motion to rescind the amended 2014-2015 budget as of March 31, 2015 with the change of reallocating \$7,500 effective immediately. Penn Bradshaw seconded the motion. Motion passed unanimously. Brice Mindrum made a motion to amend the budget as presented and approve the amended 2014-2015 budget as of March 31, 2015 with the following changes:**
- 1. Allocating the \$40,000 from surplus to “Computer Equipment” – already shown on budget**
 - 2. Moving \$7,500 of “Purchased Property Service” to “Supplies”**
 - 3. Allocate \$4,050 from “Purchased Contracted Services” for the tuition reimbursement.** (Ryan is going to look into using “Special Education Professional Development” if the state will allow it. If this is possibility then they will use this funding for the tuition reimbursement.)

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Jade Beckman seconded the motion. The votes were as follows:

Brice Mindrum – Aye

Tabitha Grahn – Aye

Heidi Jex – Aye

Jade Beckman – Aye

Penn Bradshaw – Aye

Ken Bradshaw – Aye

Motion passed unanimously

- Discuss and Vote on Human Sexuality Instruction Curriculum – Vicki informed the board that she has presented the human sexuality instruction curriculum for 8th-9th grade health (Cycle of Life) with the human sexuality instruction committee (aka Community Council). This is the same material that she has used in the past and it aligns with the recommended instructional material with the state. In addition, the committee also reviewed the video that will be presented to the 5th grade maturation program from Procter and Gamble “Always Changing” program. This is a new video with the same content but less awkward.

Heidi Jex made a motion to approve the human sexuality instruction curriculum as presented. Tabitha Grahn seconded the motion. Motion passed unanimously.

REPORTS

- **Parent Organization** – Tabitha Grahn
- Gearing up for the “End of the Year”
 - Final day for “Box Tops” is April 24th
 - Upcoming Events
 - ✓ May 4th-8th Teacher Appreciation Week
 - ✓ May 4th-7th Book Fair
 - ✓ May 8th School Carnival
 - ✓ May 27th School Talent Show
 - ✓ May 28th Field Day
- **Administration**
- State of the School – Dr. Dave
 - ✓ March 17th “Thank You” luncheon with the Weber County Sheriff’s Department and firemen that helped with the evacuation with the student body. After the lunch the school had another lockdown drill and evacuation. They went to the church and it was very smooth.
 - ✓ Professional development day where selected teachers presented certain skills and how they are using the “Teach Like A Champion” skills. Some of the skills presented were “100%”, “What to Do”, “No Warnings” and “Threshold”

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- ✓ Finishing up the second observations for teachers. It's been exciting to observe first year teachers using the "Teach Like A Champion" and "Love & Logic" skills.
- ✓ "Love and Logic: skills were reviewed at the professional development day after the "Teach Like a Champion" training since teachers requested a refresher. Teacher also updated their data for Accreditation [Words Their Way, STAR, Reading and Math, Pre and Post Tests for MyMath, DIBELS information etc.]
- ✓ Testing starts April 29th. Teachers have been reviewing the concepts with their students. Teacher have also been asked to make tests (20 questions per month) using the SAGE portal so that the students can go in and practice using the actual SAGE portal and the tools. The final SAGE testing will show immediate data. We will be able to compare with interim (mid-year) testing. They will be able to use this data to do remediation to use through the end of the year.

Ken stated that the board has been asking early on to keep tabs on how the "Teach Like A Champion" coupled with integration of technology. He requested an update from Dave on how this is going. The administration has been meeting weekly with Nicki. Nicki has really taken off with this and is implementing it next year with the teachers. She will be meeting once a week with every grade level team to find out how they are integrating technology into the classroom. It will take a little bit of time to get where we want to go to be that technology charter. Nicki has been attending STEM classes and FTC. Ken thanked Dave for getting on board with STEM. The state is now in the process of getting ready to certify schools with STEM and Ken wants QA to be that school. Nicki has received a STEM grant so that four teachers can get endorsed. It's an 18 month program.

There was no PUBLIC COMMENT.

OTHER BUSINESS ITEMS (For Discussion Only)

- Calendaring Items – Ken Bradshaw
 - Next Board Meeting – May 12, 2015

The EXECUTIVE SESSION was not needed.

6:31 PM – Brice Mindrum made a motion to ADJOURN. Heidi Jex seconded the motion. Motion passed unanimously. (Duration 31:40)

April Action Items

1. Nicki will be presenting to the board in May – **Dawn**

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