



**GOVERNING BOARD MEETING MINUTES**  
**4025 N. Rancho Dr.**  
**Las Vegas, NV 89130**  
[www.questlv.com](http://www.questlv.com)

**Receiver: Josh Kern**

**Join Zoom Meeting Monday, June 13, 2020 at 10:00am**

<https://us04web.zoom.us/j/71006598914?pwd=c0pBZm81bzN5bWdsLy85M1NDRVBWdz09>

**Meeting ID: 710 0659 8914**

**Password: knights**

**Attendees via teleconference**

Josh Kern, Receiver  
Janelle Veith, Principal  
Jeff Cooper, The Ten Square  
Jacquelyn Working, SSSD  
Richard McNeel, Controller  
Jean Jones, Human Resource

**Ceremonial Items** – Call to Order, Roll Call, and Pledge of Allegiance

Receiver: Josh Kern called the meeting to order at 10:02am with attendance as reflected above.

Public Comment (none)

**JK - Agenda Item 1 – (Action)** Approval of June 5, 2020 minutes. Receiver JK motion to approve June 5, 2020 minutes as submitted.

**JV -Agenda item 2 – (Action) 2020-202 Re-Opening Plans**

Provided attendees a copy of the reopening plans. At the June 26, 2020 meeting of the State Public Charter School Authority (SPCSA), the Authority approved a motion prescribing the process for SPCSA-sponsored schools to approve and submit their re-opening plans. In short, schools must present their plans to their governing bodies for approval no less than 20 days before their first day of school, then the plans must be submitted to SPCSA staff who will subsequently provide re-opening plans to the Nevada Department of Education.

Included in Quest Prep Academy reopening plans which was created by 21 members to include administration, staff and parents;

1. Path Forward Framework “A Framework for a Safe, Efficient, and Equitable Return to School Buildings” and the minimum requirements set forth by the Nevada Department of Education to ensure plans are comprehensive and aligned.
2. In-person instruction following social distancing protocols;
3. Distance education under an approved Path Forward Program of Distance Education; or
4. A combination of distance education and in-person instruction, referred to as hybrid learning.
5. Quest has not made any adjustments to the 20/21 school calendar which currently has 5 professional development days however, if needed Quest can make calendar adjustments and/or add up to five additional professional development days.
6. Based on the needs of the school, Quest will be utilizing option 4 hybrid learning one week on and one week off.
7. All staff will be issued a face mask with Quest logo, K-2<sup>nd</sup> grade will wear a face shield and 3<sup>rd</sup> -8<sup>th</sup> grade will wear face masks. Staff and students will have their temperature checked daily and parents will have to complete a COVID 19 form informing the school if they have been exposed.



**JK:** asked, if Quest was required to provide full distance education?

**JV:** parents have the option to choose 100% distance education or 50/50. Quest priority is to continue to provide high-quality and accessible learning opportunities to all students – without regard to means, ability, or at-home support – while ensuring the health and safety of students, staff, and communities.

**RM:** To ensure the safety of all students, classrooms have been measured for distance between students per class.

**JK:** What are other schools doing? CCSD, does the teacher union support the reopening plans? if CCSD does not implement their reopening plan, what will Quest do?

**JV:** CCSD will be utilizing the 40% model. The plan was developed under the guidelines of the Governor's Phase 2 reopening plans for the State of Nevada. Students will attend school face-to-face instruction two days each week. Students will also learn online outside of school three days each week. For Semester-Based Courses for Secondary Students, year-long courses will be condensed to one semester. Students will take only four courses in one semester. The teacher union (CCEA) issued a statement that they cannot sign off on CCSD's current plan as it stands and will support every educator and parent who chooses not to participate in the reopening plans. The reopening plans were approved on July 8<sup>th</sup>. If CCSD does not open, Quest will continue to follow the guidelines by CDC, SNHD and Governor Sisolak.

**JK:** motion to approve Quest Prep Academy 20/21 reopening plans as submitted.

**JV: Agenda item 3 – Personnel Policy Manual.** Based on the needs of the school, there were a few adjustments made to the 20/21 Personnel Policy Manual. The 1<sup>st</sup> adjustment, 10 month staff were advanced 10 PTO days with carryover of 5 days, 12 month employees were advanced 20 PTO days with carry over of 5 days, under the new Personnel Policy manual, staff will be advanced 5 PTO days and 12 month will be advanced 15 days. No change for support staff employees. Under the CDC guidelines, COVID-19 Leave Employees needing to take leave due to reasons related to COVID-19 must provide proof to the Human Resources office in order to use PTO or to avoid disciplinary action. Federal guidelines and laws will be followed regarding absence from work due to COVID-19. Under the discipline policy, Organizational Code of Conduct Part I: Professional Conduct, Corrective Action Procedures, Quest will follow and enforce discipline procedures to include documentation for all staff.

**JK:** motion to approve the 20/21 Personnel Policy Manual as presented.

**RM: Agenda item 4- Emergency Operation Plan,** the Emergency Operation Plan is confidential and must not be shared externally. According to the checklist that was provided by SPCSA, Quest Emergency Operation Plan was submitted on July 1<sup>st</sup> to the SPCSA. In the past, the plan was submitted without review by the SPCSA. Under the new guidelines, the SPCSA will review all plans submitted and provide feedback. One of the new requirements that was included was a suicide prevention plan. To ensure that Quest is continuing to follow the Nevada requirements, Mrs. Jones, HR along with Mr. McNeel, Controller have been attending safety meetings and corresponding with Mr. Tony York Director of School Safety Academica Nevada. Any revisions will be updated later.

**JK:** Motion to approve the 20/21 Emergency Operation as presented.

**RM: Agenda item 5 -SY2021 Technology purchase,** three quotes were submitted for review. Quest request option 2 Microsoft Surface quote for \$56,716.80 (224 laptops) the devices were budgeted.

**JK:** motion to approve Microsoft Surface quote for \$56, 716.80 as presented.

**JK:** Thanked the administration team for their hard work and time. He then motioned for adjournment of meeting; all actions items are to be submitted as written. Meeting adjourned at 10:50AM.