



**QUEST ACADEMY GOVERNING BOARD MEETING MINUTES: DRAFT**

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

**Microsoft Teams Meeting Tuesday, March 21<sup>st</sup>, 2023 at 5:30pm**

<http://www.questlv.com/quest-board-information.html>

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This public meeting will be conducted in accordance with Nevada's Open Meeting Law, NRS 241.020, and pursuant to requirements of Assembly Bill 253, the Quest Academy Governing Board's meeting will be held virtually with no physical location.

**BOARD MEMBERS PRESENT (via video)**

Will Batista, Chair

Desiree Banks, Vice Chair

**ABSENT**

Matt Frye, Treasurer

Terri Johnson, Secretary

Shawn Smith, Member

**QUEST LEADERSHIP STAFF PRESENT (via video)**

Janelle Veith, Principal

Wendy Siedlecki, Accounting Specialist

Jean Jones, Human Resources

**MEMBERS OF THE PUBLIC (via video)**

Steve Higgins, Higgins and Associates



## AGENDA

### 1. **Call to Order, Roll Call, and Pledge**

Chair Batista called the meeting to order at 5:40 pm and Principal Veith called roll with attendance as reflected above. Due to a member having a last-minute emergency, a quorum was not present, the meeting will hear informational items only.

### 2. **Public Comment #1.**

There were no public comments.

### 3. **Consent Agenda**

- a. Approval of January 18<sup>th</sup>, 2023 meeting minutes
- b. 2023-2024 School Year Calendar

Will Batista, Governing Board Chair. ***For Possible Action***

Due to a quorum not present, agenda item #3 was tabled.

### 4. **Academic Report: Leadership Staff will provide information related to the academic state of the school.**

- a. Academic update
- b. Special Education Online Services Contract-for possible action
- c. Bilingual Assessment Services Contract-for possible action

Janelle Veith, School Leader. ***Information/Discussion/Action***

Due to a quorum not present, only agenda item 4a was heard. 4b and 4c were tabled. Principal Veith provided an academic update to the board. Principal Veith reviewed the school academic goals and how they are monitored during the year. Information was provided regarding SBAC Interim testing and how it is used to target instruction for the remainder of the year. Then background information was provided regarding the upcoming SBAC summative assessment as well as the key dates for the testing calendar.

### 5. **Financial Report: Leadership Staff will provide information related to the financial state of the school.**

- a. Financial Performance Framework Update
- b. Single Audit Update
- c. Teacher Salary Schedule: School Year 2023-2024-for possible action
- d. Preliminary Budget: School Year 2023-2024-for possible action

Janelle Veith, School Leader and Higgins and Associates, Financial Consultants.

***Information/Discussion/For Possible Action***

Due to a quorum not present, only agenda item 5a and 5b were heard. 5c and 5d were tabled. Principal Veith gave a brief overview of the measures in the financial performance framework and stated updates from Higgins and Associates will be in alignment with the framework measures.



Steve Higgins provided a financial overview and update. Quest revenue less expenses is a positive 19,615. Current year projections should end the year \$126,000 profit. Mr. Higgins went over budget to actuals for the quarter. Some prepaid expenses from years ago needed to be reported correctly, resulting in some additional expenses. Other expenses were below due to staffing shortages. Chair Batista asked about the field expenses in the cash flow. Currently the field is not reflected in cash flow. Mr. Higgins also provided information regarding upcoming grant revenue with grants like AB495 for the upcoming year. Mr. Higgins explained the filed does not effect the net income and is a balance sheet capital cost affecting cash flow but not revenue projections. Chair Batista asked about the personnel decrease in cost. Principal Veith explained that positions were held while seeking applicants and the staffing shortage has affected schools significantly. Chair Batista asked about non-personnel and Mrs. Siedlecki provided information on expenses to include information on air conditioning units and who is responsible for those expenses and the impact of the air conditioning maintenance and repairs financially. Mrs. Jones also provided information about the air conditioning units status. Member Banks asked about the length of time our current auditors have been completing the audits. School staff provided information. The board was informed of the three auditor bids that would be reviewed at the next board meeting where action can be taken.

Mrs. Siedlecki provided information to the board regarding the results of the single audit. The one finding was the same as the finding on the full audit, that some grant funding had been recognized incorrectly in a previous year. It is not a significant deficiency, and a response was provided to the auditors. Otherwise, the audit was clean and Quest is now in compliance. The school staff explained how monies are deposited to the school without labels and the school must actively reach out to verify what the funds were allocated for.

6. Purchase of Additional Devices  
Janelle Veith, School Leader. *Information/Discussion/For Possible Action*

Due to a quorum not present, item 6 was tabled.

7. Audit Engagement Letters for FY23  
Higgins and Associates, Financial Consultants. *Information/Discussion/For Possible Action*

Due to a quorum not present, item 7 was tabled.

8. Facilities Report: Leadership Staff will provide information related to the school facilities to include:
  - a. Playground/Field Project: general update  
Wendy Siedlecki, Accounting Specialist. *Information/Discussion/action*

Mrs. Siedlecki provided a general update on the field and playground construction. School staff met with the project manager and work has begun. The board asked about payments and Mrs. Siedlecki informed the board how the construction company will be billing during the project.

9. Governing Board Calendar-School Year 2023-2024  
Will Batista, Governing Board Chair. *For Possible Action*

Due to a quorum not present, item 9 was tabled.



10. Public Comment #2. *Public comment will be taken during this agenda item on any matter not on the agenda. See NRS 241.020(d)(3). No action may be taken on a matter raised under this item until the matter is included on an agenda as an item on which action may be taken. A time limit of three (3) minutes, subject to the discretion of the Chair, will be imposed on public comments.*

There were no public comments.

## 11. **Adjournment**

Chair Batista adjourned the meeting at 6:20 p.m.

