



QUEST ACADEMY GOVERNING BOARD MEETING MINUTES: DRAFT

4025 N. Rancho Drive
Las Vegas, Nevada 89130
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<http://www.questlv.com/quest-board-information.html>

Tuesday, September 19th, 2023 at 5:30 PM Pacific Time (US and Canada)
Quest Governing Board Meeting
Join Microsoft Teams Meeting

BOARD MEMBERS PRESENT (via video)

Will Batista, Chair
Matt Frye, Treasurer
Shawn Smith, Member
Terri Johnson, Secretary
Shauna Hallahan, Member (approved in Item 4)
Gabrielle Gaines, Member (approved in Item 4)

ABSENT

Desiree Banks, Vice Chair

QUEST LEADERSHIP STAFF PRESENT (via video)

Janelle Veith, Principal
Wendy Siedlecki, Accounting Specialist
Jean Jones, Human Resources
Jackie Working, Student Services Director

MEMBERS OF THE PUBLIC (via video)

Steve Higgins, Higgins and Associates
Tina Perez, Higgins and Associates
Melissa Hester
April Hornsby

Agenda

1. Call to Order, Roll Call, and Pledge

Chair Batista called the meeting to order at 5:32 pm and Principal Veith called roll with attendance as reflected above. A quorum was present.

2. Public Comment #1.

No written public comments
No public comments

3. Consent Agenda

- a. Approval of July 19th, 2023 meeting minutes



- b. SY2425 Student Lottery Application, Policy, and Lottery Date
- c. Special Education Aces Educators contract renewal for SY2324
- d. Special Education Wildflower Contract for OT services for SY2324
- e. Board Policy and Procedures Manual, Code of Ethics, and Bylaws

Any discussion:

Veith our regional with Aces did not send us the paperwork

WB move to remove

Frye striking 3c

All aye

Motion: Member Johnson made a motion to approve the consent agenda items as presented. Member Frye seconded the motion. There was no further discussion. The motion carried unanimously.

4. Governing Board Members

- a. Consideration of Governing Board Members for board expansion to 7 members
- b. Term Expirations
- c. Officer Positions for October 1st, 2023-September 30th, 2024

A. WB acknowledged the need to fill the board. We have received 2 board members to join the board.

WB Introduced Ms. Gaines

Masters ed in adult learning theory, education leadership, worked for 100 academy, gained a passion for the little ones.

Worked 9 years at Las Vegas justice court

Elementary

Employed at CCSD in Deskins

owner/operator cornerstone family literacy center to increase literacy and access to books

9 years of teaching experience

Ms. Hallahan, parent

Three students went through Quest (1 in 12th, 1 6th, 1 7th)

Worked in the middle school

Paralegal

Motion: Member Frye made a motion to approve Shauna Hallahan to the Quest Governing Board and be seated immediately. Member Smith seconded the motion. There was no further discussion. The motion carried unanimously.

Motion: Member Frye made a motion to approve Gabrielle Gaines to the Quest Governing Board and be seated immediately. Member Smith seconded the motion. There was no further discussion. The motion carried unanimously.

We now have 6/7 present governing board members

B. Elected to 3 year term

You can serve for 2 consecutive terms or a total of 6 year

WB do we have the current list of term expirations

WB

Frye

Smith



No action items

C. Officer Positions

WB open to the board for nominations for the various board positions

We will start with Board Chair, I nominate

Frye nominate WB

Smith second

WB accepts the nomination

Any other nominations - hearing none

Motion: Member Frye made a motion for Will Batista to serve as the Governing Board Chair.

Member Smith seconded the motion. There was no further discussion. Chair Batista abstained from voting. The motion carried unanimously.

Open nominations for vice chair

WB nominates Johnson for vice chair

Smith second

Johnson accepts

Any other nominations

Motion passed

Johnson abstained from voting

Motion: Chair Batista made a motion for Terri Johnson to serve as the Governing Board Vice Chair.

Member Smith seconded the motion. There was no further discussion. Member Johnson abstained from voting. The motion carried unanimously.

Open nominations for Treasurer

WB nominates Frye

Gabrielle Gaines second

Frye accepts the nomination

Any other nominations

Motion passed

Frye abstained from voting

Motion: Chair Batista made a motion for Matt Frye to serve as the Governing Board Treasurer.

Member Gaines seconded the motion. There was no further discussion. Member Frye abstained from voting. The motion carried unanimously.

Open nominations for Secretary

Nominate Shauna Hallahan

Smith/Frye second

Accept nomination

Any other nominations

Motion: Chair Batista made a motion for Shauna Hallahan to serve as the Governing Board

Secretary. Member Smith and Frye seconded the motion. There was no further discussion. Member Hallahan abstained from voting. The motion carried unanimously.

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



SPCSA Site Eva 12/4/23

Eval year 1 of contract

Fall MAP competed

SBAC MS 3 to 4

ES 3 to 1

See slide Photo for 5 areas for NPF

MS 35.1 to 45.1 Reading

13.1 to 16.9 math

23.5 to 39.4 Science

We got all 70 points

Elementary teacher moved to MS

Solid staffing in MS

Positive climate/culture

Proficiency rating is an opportunity to gain more points

Question: What else besides the ES teacher moving up contributed to this growth?

Veith: ES was ELA teacher

ES

55 points were determined by 77 students. Targeted supports

Drop came from growth scores

Staffing was a challenge

Continuity in staff (3-5 long term substitutes)

High Quality instruction and consistency was a challenge

4 teachers for ELA over the course of the year

Fully staffed this year

Starting with coaching for 77 students

ELA teacher had 44% proficient on SBAC

Expect a rebound next year

WB any additional resources to help ease the instructor or the students? What targeted supports will there be?

Coach already pulling targeted students for these students

After school tutoring priority to students

AL AT parent workshops

Instructional leaders ensuring we are supporting the staff with their growth

Strong staffing

New teachers receiving coaching weekly

WB was there an influx of new students or are they returning quest students. 33% new students

Smith: how many students have you identified that returned? 80% in 4th and 5th grade

Johnson

State NSPF

Quest received no state designation

No targeted

Goal to get elementary to 3-5 group and maintain at 3-5 for middle school

School Performance Plan

Updates:

Continuous improvement model

Hire high growth instructor

Retain staff

Continue vertical alignment

Increase instructional support

Revision of curriculum maps

Review NCAS

Kagan Training



Student Services Director

Focus on growth

Fully staffed

8th Grade Success:

17 students were from K-8

Long term 65% ELA

Long Term 35% Math

WB Questions from the Board? None

SPP for Elementary School is to grow from 18.5 yo 58 points

MS goal is to grow 10% grow from 70 to 71.11

WB any questions fr Ms. Veith.

Hearing none moving to item 6

6. Transportation Plan: Leadership Staff will provide information regarding the transportation grant application for possible submission to the SPCSA

Transportation Plan is a new grant 2 years \$7million each year

SPCSA taking application through the end of this month

Expedite the funding if you have a plan in place

Transportation from school in mini van

Prioritize McKinney-Vento students

1-2 routes before/after school

Cover capital expenses

Purpose to increase accessibility to the students

Door to door service

6 mile radius

Nex priority will be students zoned for low performing school in the area

Capital comes first

3 weeks of approval to hire/train staff

5 weeks after approval to start

23 students eligible for

Safety Plan

Driver Training

Licensing and Certification

Background Checks and Screening

Safety Measures

Documentation Management

Compliance Monitoring

\$481/student

Annual grant

Requesting \$212,362.59

WB How long is the grant for?

JV: \$7million/year and you will need to apply for renewal. After 2 years the legislation will either approve/not approve funding

WB: have staff considered which vans would be purchased

JV: went to the firm that has been provided by the grant of the SPCSA.

WS: Toyota Siena base model for \$50,000

WB: \$4100 for fuel? Is that enough?

WS: Based on the consultant's information. This is only for fuel to/from school

WB: Plan for staffing?

JV: use Quest employees or hire part-time staff



Motion: Member Johnson made a motion to approve the Quest Academy Transportation plan and funding request for submission to the State Public Charter School Authority and approve the amendment request to add transportation of students to and from school, including a request for good cause exemption request to have the State Public Charter School Authority consider this amendment request outside of the established windows. Member Gaines seconded the motion. There was no further discussion. The motion carried unanimously.

7. Financial Report: Leadership Staff will provide information related to the financial state of the school.
 - a. Financial update
 - b. Audit update

Tina Perez

Budget vs actuals as of 8/31 \$84k surplus

Actual 389,985k

Net surplus \$305k

Actual Revenues 137k

Actual overall expensed decreased by 168k

No cash shortfalls

EOY balance????

ERTC preliminary analysis shows refunds of 732k.

New field competition will increase enrollment.

WB: Is this after or before the field is expensed?

TP: this is after everything has been paid for

WB: Is this 732k going to be what we get back

TP: this is not

SH: this money will be received in four quarters and is not reflected in the surplus

WB: does this include the filing fee of \$36

TP: the fee is due in Feb and is due upon receipt of the funds from IRS

8. Personnel Policy: Paid Time Off Amendment Proposal

Salary schedule addressed in July

Proposed amendment for PTO

Staff surveyed and want additional PTO

75% brought it up without being asked

Currently 5 days/year

50% of staff had to take unpaid leave, exceeded 5 days

Proposal to increase by 3 days

Possible delta of \$15k

Higgins more than adequate of budget

Smith: Helps with being competitive with the district. Are the teachers are on year contract? What happens with the additional days if they are not used?

JV: Can rollover up to 5 days.

Smith: If they leave are they cashed out?

JV: We do not currently have a cash out option



Motion: Member Smith made a motion to approve the PTO policy for the 2023-2024 school year to increase PTO days by 3 for all employees. Member Frye seconded the motion. There was no further discussion. The motion carried unanimously.

9. Legal Representation for Quest Academy

Contacted multiple attorneys and we received 3 proposals must have education experience

We need sporadic support

Lewis Roca - no retainer

Peter Chasey - small retainer not much experience with education

Africa Sanchez - monthly retainer/ use it or lose it

WB: Did you reach out to Jason Guanoso?

WS: No i don't have that name

WB: For Lewis Roca is there a cap

WS: we allocated 10k for the year. We need some legal direction with some of our lease contracts

Motion: Member Frye made a motion to approve the Lewis Roca proposal as legal representation for Quest. Member Johnson seconded the motion. There was no further discussion. The motion carried unanimously.

10. Facilities Report: Leadership Staff will provide information related to the school facilities to include:

- a. Playground Progress Update
- b. School Facility Concerns

Families/Students love the field

Phase II RFP to close at the end of october

Short term construction about 3 months

Playground with basketball half court

Re-engaged with landowner and they are willing to re-engage for long-term building plans

Short term concerns: air conditioning units and roofing

WB: Does that mean the landowner not move forward with their plans

JV: yes they are working on a similar project with another school that i am hopeful that we have something to bring back to the board

WB: will someone in administration follow up with me on air conditioner.

11. Public Comment #2.

No written comment

No comments

WB move to adjourn the meeting at 7:31p.m.