



QUEST ACADEMY GOVERNING BOARD MEETING MINUTES
4025 N. Rancho Dr.
Las Vegas, NV 89130
www.questlv.com

Microsoft Teams Meeting Tuesday, September 20th, 2022 at 5:30pm

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

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 234 001 822 473

Passcode: e3QEmh

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 929-352-3458](tel:+19293523458), [209124854#](tel:+1209124854) United States, New York City

Phone Conference ID: 209 124 854#

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, President

Matt Frye, Member

Desiree Banks, Member

Terri Johnson, Member after Agenda item #4 was voted on

Shawn Smith, Member after Agenda item #4 was voted on

ABSENT

Lynn Hanrahan, Secretary

Edward Jimenez, Treasurer

QUEST LEADERSHIP STAFF PRESENT (via video)

Janelle Veith, Principal

Rich McNeel, Controller

Wendy Siedlecki, Finance Clerk

Jean Jones, Human Resources



MEMBERS OF THE PUBLIC (via video)

Shawn Smith (prior to being voted onto the board)
Terri Johnson (prior to being voted onto the board)

AGENDA

1. Call to Order, Roll Call, and Pledge

Chair Batista called the meeting to order at 5:38 pm and Principal Veith called roll with attendance as reflected above.

2. Public Comment #1.

There were no public comments.

3. Consent Agenda

- a. Approval of July 19th, 2022 meeting minutes
- b. Local Literacy Plan SY2223 and SY2324
- c. SY2324 Student Lottery Application, Policy, and Lottery Date

Chair Batista stated what was on the consent agenda.

Motion: Member Frye made a motion to approve the consent agenda items as presented. Member Banks 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, 2022-September 30th, 2023

A. Chair Batista gave an overview regarding the board expanding to seven members. Chair Batista had Terri Johnson share her background. Terri Johnson shared her educational background, work with the Leader in Me process, and interest in being a board member. Chair Batista then shared background information about Shawn Smith.

Motion: Chair Batista made a motion to add Terri Johnson as a new member of the Quest Academy Governing Board. Member Frye seconded the motion. There was no further discussion. The motion carried unanimously.

Motion: Chair Batista made a motion to add Shawn Smith as a new member of the Quest Academy Governing Board. Member Frye seconded the motion. There was no further discussion. The motion carried unanimously.

Chair Batista seated Terri Johnson and Shawn Smith immediately after their votes.



B. Chair Batista reviewed the terms and expirations of board positions. Terms were staggered upon board reconstitution and terms after that are 3 years in length. Chair Batista's term expires in October 2022 and he would consider serving another term.

Motion: Member Frye made a motion to have Chair Batista serve another term on the governing board. Member Johnson seconded the motion. There was no further discussion. The motion carried unanimously with Chair Batista abstaining from the vote.

C. Chair Batista reviewed the members current officer positions on the board that run through September 30th. The board verified in the governing board documents whether a member can serve in the same officer position in concurrent years. There was no prohibition of this. Chair Batista reviewed the officer positions. Member Banks asked what each position entails. Position descriptions were shared with the board. Member Frye nominated Chair Batista to serve as chair. There were no other nominations.

Motion: Member Frye made a motion to have Chair Batista serve as Board Chair for the upcoming year October 1, 2022-September 30, 2023. Member Banks seconded the motion. There was no further discussion. The motion carried unanimously with Chair Batista abstaining from the vote.

The Board discussed the role of Vice Chair. Chair Batista nominated Member Banks for Vice Chair and Member Banks accepted the nomination. There were no other nominations.

Motion: Chair Batista made a motion to have Member Banks serve as Vice Chair for the upcoming year October 1, 2022-September 30, 2023. Member Frye seconded the motion. There was no further discussion. The motion carried unanimously.

Chair Batista opened nominations for Secretary. Member Johnson nominated herself. There were no other nominations.

Motion: Member Banks made a motion to have Member Johnson serve as Secretary for the upcoming year. Member Frye seconded the motion. There was no further discussion. The motion carried unanimously.

Chair Batista opened nominations for Treasurer. Chair Batista nominated Member Frye and Member Frye accepted. There were no other nominations.

Motion: Chair Batista made a motion to have Member Frye serve as Treasurer for the upcoming year. Member Johnson seconded the motion. There was no further discussion. The motion carried unanimously.

5. Board Policy and Procedures Manual, Code of Ethics, and Bylaws

Chair Batista explained the annual requirement of approving the manual, code of ethics, and bylaws. There have been no changes to the documents since approval last September.



Motion: Chair Batista made a motion approve the Board Policy and Procedures Manual, Code of Ethics, and Bylaws. Member Banks seconded the motion. There was no further discussion. The motion carried unanimously.

6. **Academic Report:** Leadership Staff provided information related to the academic state of the school.

a. Academic update

Principal Veith provided information regarding the upcoming SPCSA Site Evaluation scheduled for September 21st, 2022 and the requirements of a Board Focus Group. Additional information was given regarding the timeline for receiving a report and when the next evaluation would likely occur.

b. SY 2122 SBAC Results

Principal Veith gave an overview of the SBAC results from the Spring 2022. The elementary school proficiency levels have returned to and exceeded pre-pandemic levels. Principal Veith showed comparison results from pre-pandemic scoring in each area of the NSPF. Quest had very high growth scores across the board. This year, no official star rankings are given but Quest's point totals for both elementary school and middle school fall into the 3-star range. Member Smith, Banks, and Johnson congratulated the school on the scores.

c. School Performance Plan-for possible action

Principal Veith gave an overview of the updates to the School Performance Plan from last year. The continuous improvement process model is the goal of the SPP requirements and it is a living document. This year the elementary and middle school require separate plans. The school goals have been continued and action steps continued due to the success of last year's plan. It is an annual requirement to have a board approved school performance plan.

Motion: Member Smith made a motion approve the Quest School Performance Plans for the 22-23 school year. Member Johnson seconded the motion. There was no further discussion. The motion carried unanimously.

7. **Charter Contract Renewal:** Leadership Staff will provide the application for the contract renewal

Principal Veith provided information on the progress of the contract renewal application since the last board meeting in July along with an overview of the process of renewing the contract for Quest. Chair Batista asked if our board information is updated in Epicenter to ensure it is accurate. Principal Veith went through the application sections with the board to include the executive summary, academic summary, organizational summary, financial summary and other required components. The governing board section will be updated with the new board member information from this evening. Principal Veith answered any clarifying questions from the board.

Motion: Member Banks made a motion approve the Quest Academy charter renewal application. Member Johnson seconded the motion. There was no further discussion. The motion carried unanimously.



8. **Financial Report:** Leadership Staff provided information related to the financial state of the school.

a. Financial update

Principal Veith provided a financial update regarding the financials at the end of August. Rich McNeel also provided information regarding the end of the fiscal year for 21-22, the reserves, and budget to actuals. Chair Batista asked clarify questions about projections and Mr. McNeel provided the background for differences in the budget. No cash shortfalls are predicted for the year. The upcoming field construction can impact cash flow. Chair Batista asked about any adjustments in the per pupil funding. There are no adjustments anticipated at this time.

b. Audit engagement letter-for possible action

Principal Veith gave background regarding the audit engagement letter. The letter was delayed this year and there were not additional quotes. School staff plan to reach out for multiple engagement letters in early 2023 to avoid this next year. This year will be the first year with a single audit for Quest.

Motion: Member Smith made a motion to approve the audit engagement letter with Rubin Brown. Member Johnson seconded the motion. There was no further discussion. The motion carried unanimously.

9. **Facilities Report:** Leadership Staff provided information related to the school facilities to include:

Principal Veith provided information on the progress of the playground and a tentative timeline for completion of steps. The goal is to have the quotes ready for the board to review at the next meeting. Principal Veith also gave additional information from the feasibility study conducted by Ethos Three regarding the lot in front of the school. Mr. McNeel expanded on the thought process and financial feasibility of the project. More information is needed regarding what it would cost for the construction. Board members discussed possible next steps and what a land lease entails. School leadership will continue to look into this option and bring additional information to the board.

10. **Public Comment #2.**

There were no public comments

11. **Adjournment**

Chair Batista adjourned the open meeting portion of the meeting at 7:10 p.m.

Chair Batista adjourned the closed meeting portion of the meeting at 7:46 p.m.