



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

Microsoft Teams Meeting Tuesday, November 15th, 2022 at 5:30pm

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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. persons desiring to attend the meeting.

BOARD MEMBERS PRESENT (via video)

Will Bautista, President

Matt Frye, Treasurer

Terri Johnson, Secretary

QUEST LEADERSHIP STAFF PRESENT (via video)

Janelle Veith, Principal

Wendy Siedlecki, Finance Clerk

Richard McNeel, Controller



Agenda

1. Call to Order, Roll Call, and Pledge

Meeting called to order by Chair Buatista at 5:41 pm and Secretary Johnson called roll with attendance as reflected above.

2. Public Comment #1.

There were no public comment

3. Consent Agenda

- a. Approval of September 20th, 2022 meeting minutes
- b. McKinney-Vento Policy

Chair Bautista stated: We will move forward with any agenda items that do not require a vote because we do not have a quorum. At 5:47 we are able to move forward with a quorum

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

a. SPCSA Site Evaluation Draft Report

Principal Veith reported that SPCSA will lift the academic performance off of the elementary school. Principal Veith shared how the SPCSA evaluates schools for renewal. Reviewed the academic performance. Reviewed measures of Progress from previous site evaluations and chose to move forward with LiM and increased outdoor time for students. Reviewed the strengths of diversity, improved academic performance, data-driven decision making and procedures, leadership at Quest. Challenges are staffing all positions. Recommendations: Board training and systems, chronic absenteeism, and teacher recruitment. No strong recommendations or deficiencies.

Chair Bautista asked: Have we considered recruiting in the adjacent states of CA, AZ, UT?
Principal Veith responded: Yes, nationwide

Member Banks asked: Are CA teachers needing to be licensed in NV?
Principal Veith responded: CA is a reciprocity state. Licensing can be provisional

Member Johnson asked: Are you connected with any universities out of the state to recruit potential candidates?

Principal Veith responded: Can be something to consider however there are challenges with partnering with universities because of charter school status.



b. Quarterly Discipline Report for Q1

Principal Veith shared that females are 50% more likely

Moving to consent agenda approval since we have a quorum.

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

a. Financial updates-information/discussion

Principal Veith shared this is pre-audit information. Expense carryovers are coming on projection. Expenses have decreased. Strongly encouraged to take insurance out to bid. Cash flow can be impacted by field building at 300k. Risks are enrollment, vendor increases, personnel changes, and legal matters. Opportunities from AB 495 will come next fiscal year

b. Quarter 1 Financial Report-for possible action

No changes. Report reflected from update from last month. Bautista asked if Principal Veith had anything additional to present even though documentation was included.

Principal Veith responded no.

Motion: *Member Frye moved to approve the budget as presented. Member Banks seconded the motion. There was no further discussion. The motion carried unanimously.*

c. Bank signatories-for possible action

Principal Veith expressed the need for second signatory and mentioned Member Frye or another member. Bautista shared that someone who lives close might be the best person to fill the role. Member. Frye shared that if as treasurer he is presenting financials, that it would be best if it was someone else. Member Johnson will be the second signator.

Motion: *Member Frye moved to add Member Johnson as second signatory. Member Banks seconded the motion. There was no further discussion. The motion carried unanimously.*

d. Chief Financial Officer Consulting Contract-for possible action

Ms. Sidencki has taken over the financial services tasks Wendy and Veith met with CSMC and MAST. Both are out of state. SCMC has all of the services, MAST has. Higgins & Associates is the recommendation as they came in the lowest and provide services that we are needing. They have 1 onsite day as part of their services. Upgrading QuickBooks when ready and can begin December 1st. Would like to make a transition at the end of the year with Mr. McNeel bautista moved to table this item for further clarity. Banks second. Unanimous Bautista motion to approve a serial approval email upon clarification of services



Chair Bautista asked: They were the lowest but are the best to serve the school's needs?

Wendy responded: these were who the auditors referred us to. They work with other schools and anything we need out of the service is covered. Other companies wanted us to switch over

completely to their systems. Higgins is accessible and friendly. Companies were adding services that we are handling in house. Higgins works with 3 charter schools and are familiar with SPCSA.

Chair Bautista: One follow up question, what does the 2250 include. I would like clarity and we are unable to vote. We no longer have a quorum so we will move to item 6.

***Motion:** Chair Bautista moved that item 5d be tabled pending further information. Member Frye seconded the motions. There was no discussion. The motion carried unanimously.*

6. FY21-22 Final Audit-Rubin & Brown, Auditor

Mr. McNeel as the controller stated it was a conflict to present the report. There may be some adjustments to the final draft. They made adjustments to PERS liability which is significant and the price is lower. The final report will be received prior to the December 1 deadline. Principal Veith suggested that we approve in a similar fashion. Chair Bautista recommended that Board moves to digital signature

Member Banks back in the meeting at 6:26

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

a. General Updates

Principal Veith shared alarm signal going off and getting repaired. \$5000 grant to improve safety to add additional cameras. Fill the available custodial position.

b. Playground/Field Project: review of bids for construction.-for possible action Richard McNeel, Controller. Principal Veith shared that the project was placed on Builders Exchange for 30 days; we received two bids for fencing but not the entire project. Looking for a vendor that could oversee the entire project. Looked into CCSD approved vendor lists and received recommendations. Have received responses from 18 companies and the project is too small for big companies and for small companies the prevailing wage is the barrier. Received a bid for 500K not in formal contract. Received a full bid with all vendors and all subcontractors. Reached out to SPCSA because the funds are coming from federal funding. The Grant department said that Brightview will come out next week and asked Helis to put in a formal document. Recommendation to do a serial approval or have a meeting to review the bids



Member Banks asked: What is prevailing wage? What is that?

Principal Veith shared that the state determines the prevailing wage and this impacts the profits for smaller companies.

Chair Bautista asked: Why do we need to approve by 12/1?

Principal Veith responded: We should expect 6 months from start to finish. Quotes are usually good for 30 days and quotes change. We would like to be able to have outdoor activities for students. For enrollment which happens in the spring and parents can see we are building.

***Motion:** Member Frye moved to do a serial e-mail approval in two weeks so the e-mail bid can be more formal and possibly get a third bid. Member Banks seconded the motion. There was no discussion. The motion carried unanimously.*

8. Public Comment #2. *No public comment.*

9. **Adjournment**

Cair Bautista adjourned the open part of the meeting at 6:55pm

Chair Bautista adjourned the closed part of the meeting at 7:12pm