

Knowledge Quest Academy (KQA)

Regular Session Minutes

Date and Time:

2/2/2023 at 6:30 pm

Location:

Knowledge Quest Academy, 705 Schoolhouse Dr., Milliken, CO 80543

Leadership in attendance:

Tauna Esslinger, Chair

Carl McCutchen, Director

Sheree Baker, Secretary

Samantha Hise, Director

Tish Thompson, Director

Leadership late arrival:

Leadership absent:

Chester Gemaehlich (excused)

Guests:

Linda Spreitzer, Principal

Isaac Korgan, Assistant Principal

Andrea Hatch

Libby Eppler

Jason Hatch

Rod Hise

Sara George

- I. Call to order at 6:31 pm
- II. Roll Call
- III. Pledge of Allegiance/KQA Pledge
- IV. Approval of the Agenda – motion made by Tauna to approve agenda as presented, second by Samantha. Motion approved.
- V. Approval of Previous Meeting Minutes – motion made by Carl to approve January 19 minutes, second by Tish. Motion approved.
- VI. Public Comment + Announcements
 - a. Linda Spreitzer is a finalist for Charter School Leader of the Year
- VII. Interventionist Team Presentation
 - i. Andrea Hatch – Reading Intervention/ELL Teacher (Tier II) – responsible for 9 classes each day, ELL ACCESS testing and dialogue journals, interventions for Varying Levels, Middle School Elective – Novel Studies, preparing for Read Quest Friday, 3/3
 - ii. Tiffany Georgeson – Instructional Coach - work with each teacher, coaching cycle – setting goals at individual level, professional development – Early Literacy K-3, book clubs, work in tandem with data intervention, modeling instruction strategies for teachers
 - iii. Libby Eppler – Data Intervention/Gifted and Talented/AmeriCorps Supervisor - handles both students needing supplemental instruction and accelerated learning, reports data analysis for annual/quarterly report and professional development, allocates AmeriCorps and Interventionist resources appropriately,

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Gifted and Talented – blanket testing in 2nd and 6th grades, along with new students

- VIII. Principal + Committee Reports
 - a. District board confirmed calendar last night; Linda will provide for next board meeting
 - b. Final punch list walkthrough – still have issues that need to be addressed
 - c. Gym drinking fountain repair is within administration budget and will begin working on replacement
 - d. Electrician working to repair light in Linda’s office
 - e. Accountability Committee – district committee met last month; schools presented UIPs with exception of Civica and KQA (not required)
 - f. F+G Committee – downspout near music door iced over – blistering wood and paint behind; need paid staff member to apply melt and relieve buildup; committee listed and prioritized action items and assigned member to each item; landscaping is top priority
 - g. Curriculum Committee – math curriculum will not work; supplemental resources; ELA adoption pushed another year
 - h. Finance Committee – meeting next week to discuss budget and salary schedules; January reports not yet available; need to put together job description for Business Manager position
 - i. Technology Committee – will meet Tuesday, 2/6
 - j. Governance + Continuity Committee – meeting 2/16 to discuss board and administration continuity; discuss director and staff handbooks
- IX. Items of Discussion
 - a. Rural Schools Fund
 - i. Roughly \$35,000 remaining – teacher appreciation, signing bonuses
 - ii. Motion tabled until future meeting
 - b. Boardable Subscription
 - i. Board will not renew Boardable subscription
 - ii. Create Google shared drive to house Board documents
- X. Adjourn – motion made by Tauna to adjourn at 8:16 PM, second by Tish. Motion approved.

Action Items/Directives	Responsible Person	Expected Completion

Submitted by Board Secretary, Sheree Baker

Approved 3/2/2023