

Knowledge Quest Academy (KQA)

Regular Session Minutes

Date and Time:

11-02-2023 at 6:30 PM

Location:

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

Leadership in attendance:

Chester Gemaehlich, Chair

Tish Thompson, Co-Chair

Rafiuddin Mohammed, Secretary

Samantha Hise, Treasurer

Sara George, Director

Carl McCutchen, Director

Leadership late arrival:

Leadership absent:

Guests:

Linda Spreitzer, Principal

Isaac Korgan, Assistant Principal

Rod Hise, Public

- I. Call to order at 6:30 PM
- II. Roll Call
- III. Pledge of Allegiance/KQA Pledge
- IV. Approval of the Agenda
Motion made by: Chester, Motion 2nd by: Rafi, to approve the agenda as presented, with unanimous approval.
- V. Approval of previous minutes:
Motion made by: Chester, Motion 2nd by: Sam to approve the 10/5/2023 & 10/19/2023 regular session meeting minutes, with unanimous approval.
- VI. Public Comment: No Public comments
- VII. Principal Comments:
 - School has been prescribed for Narcan with 3 doses to be onsite and to be administered by a nurse in case of an emergency.
 - Playground is going in and will be completed next week.
 - Ordered furniture, updated lighting.
 - Hired 2 new paraprofessionals with tier 1 & 2 skills.
 - Parent Teacher conferences went smoothly.Committee Reports:
Accountability Committee: Scheduled to meet this month.
Continuity Committee: No updates
Curriculum Committee: No meeting. But the materials that
Finance Committee: No updates.
F&G Committee: Lawn repair updates with delays in bids.
Tech Committee: Meeting this month, estimating to have a proposal for the laptops by that meeting.
- VIII. Items of Discussion
 - a. Strategic Plan:

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Reviewed strategic plan for 2023-2024 calendar year with following updates:

- SPF (School Performance Framework): Goal 65%, Actual rating: 54%. Follow up on the school goals plan.
- Enrichment Opportunities: Added Spanish classes as a 2nd Language for K-8 with 6 weeks of instruction for all middle school and some elementary Spanish classes.
- Require students to complete community service: Not implemented. Removing from the strategic plan
- Facility Improvements: Updates provided with all completed projects.
 - Additional Improvements: Additional cameras, explore shatter proof film to the building glass, revisit bell system project. Outdoor class cover (Pergola); dishwasher, additional playground equipment; window screens.
- Generate replacement schedule for facility items: Ongoing.
- Finance Goal:
 - Develop a 5-year budget strategy partnering with Finance Consultant
 - Maximized funding with kindergarten included in the count. Continue to explore Grants.
 - Maximize enrollment: Target 410 students.
 - Succession plan for Financial Consultant
- Staff training: Implemented stipend program for the staff and is being used.
- Board/staff Relationship: Continue with current programs; explore years of service program to appreciate continued employment (5/10/15/20 years' service)
- School/District Relationship: Superintendent/Asst. Supt coming on November 29th. District board. Good relationship
- Staff/Board Directors: Recruitment efforts
- Principal: Succession planning for upcoming retirement.
 - Asst. Principal is in place for 2 years now.
- Technology: Generate replacement schedules of computers, gym sound system completed, asset management system utilizing barcode; add 8th grade handheld devices
- Curriculum Committee: Generate replacement schedule for school curriculum items ex: math, science, language, social studies.
- Community Outreach: Explore creative ways to encourage parents to be on the committees and boards.

IX. Adjourn:

Motion made by: Chester, Motion 2nd by: Carl with unanimous approval. Meeting adjourned at 7:54 PM

Submitted by Board Secretary, Rafiuddin Mohammed