

Agenda for the Governing Board of
Knowledge Quest Academy
Date: **February 1, 2012**
Regular Session 6:30 PM
Learning Lab

****Reminder to all members to meet at 5:30 PM to meet with teachers and staff****

KQA Motto

Blazing a trail of knowledge ... on the path to success!

KQA Mission Statement

Knowledge Quest Academy provides innovative teaching of comprehensive and relevant curriculum to support the mastery of skills necessary for academic success. Additionally, there is a commitment to teaching and implementing a code of ethics that promotes responsible citizenship.

KQA Vision Statement

KQA Students will be actively engaged in the learning process as they acquire the skills and knowledge to prepare a strong foundation for future success.

KQA Parents will be actively involved as advocates for their children and supporters of the school's programs and staff.

KQA Staff will demonstrate a high standard of excellence in teaching students to become critical thinkers, problem solvers, and lifelong learners within a nurturing and safe environment.

KQA Administration and the KQA Board of Directors will ensure that small class sizes, innovative technology, and focused instruction will support the mission and vision of the KQA Community.

I. Preliminary

- 1. Call to Order:** at 6:30pm.
- 2. Roll Call:** Joseph Barrows, Kellie Brown, Jennifer Grim, Nancy Supernor, Ashley Vetter, Mike Schmitt
- 3. Pledge of Allegiance**
- 4. Approval of agenda:** Change Mick to Mike in Roll Call. Need to add to the agenda. Item number one will be Election Policy. Item number two will be Parent Survey, making Appointing of Election Committee item number three. Finally, item four will be Garden Club Moving Forward. Jennifer moves to approve the agenda as amended. Ashley seconded. Motion carried.
- 5. Approval of previous minutes:** Minutes have been handed out for review, but review has not been completed. Approval will occur at the next meeting.
- 6. Public comment:** Daniel is attending this board meeting to investigate the possibility of running for the Board.

II. Reports

- 1. Accountability Committee:**
- 2. Principle Report:** Conchetta has a recommendation for the replacement of Miller's Farm for the fall field trip. The new farm is Harvest Farm in Wellington. The Town of Milliken has sent out a letter outlining the

procedure for reporting a missing child. There are still 11 students in contention for the free bike for perfect attendance being awarded by Erlich Motors.

3. **Chair:** Joseph has not had much of an opportunity to be involved, due to being in China.
4. **Liaison:** No Report.
5. **Treasure:** Jennifer and Conchetta met with Sue last Friday. We needed to have an amended budget into the district by January 31st. We are doing a wonderful job of sticking to our budget. We have a couple areas that we are going to be lowering the budget, and a single area that we need to increase our budget. Jennifer was very encouraged that we are doing so well. They found nothing that was overly alarming. We will find out in May what our FTE will be for next year. General belief is that it will not be cut any more than it was for this year. We will be receiving some capital construction grant monies from the state, but have no definitive date as to when that will occur.
6. **Enrollment:** Current enrollment is 377 students. We are currently still trying to fill up the Kindergarten class for the fall. There are 5-6 openings to be filled. Ashley is concerned about possible siblings that are not currently on the list of enrolled students. Linda says we are getting lots of tours for prospective new students. Joseph informed the Board that RE-1J is looking at several different options to save money.
7. **PR:** Brochures and “Now Enrolling” sign have been ordered. Both should be here soon. Children’s Fair is coming up in early March. Honor roll will be in the newspaper. The Garden Club article has been submitted to the paper.
8. **Secretary:** No Report.

III. General Agenda

1. **Election Policy:** Wendy presented the policy that was drafted by the Accountability Committee. They tried to make the accompanying calendar as generic as possible so it doesn’t have to be recreated every year. Farrah Haines is in attendance representing herself and her husband who will be on the Election Committee this year. We still need one more individual to be on this committee. Kellie moved to accept the Election Policy and Procedure as submitted. Jennifer seconded. Discussion. Motion carried.
2. **Parent Survey:** This year’s survey was based off of the survey that was used last year with a couple of minor adjustments. Survey monkey was used this year. Betsy requested a web link that she could put on the school website. We need to figure out how to insure that there are not multiple submissions by a single family. The timeline Wendy would like to see is the end of February as the deadline for submissions. There are 15 questions, and one comment box. Comment boxes can be added, but the data becomes more difficult to quantitatively use the more subjective comments we have. Linda asked if there was a way to put in “my child participates” in areas. We don’t want questions answered by families that

don't participate in certain areas. We need to decide on the deadline for responses. Friday, February 24th will be the last day to fill out the survey.

3. **Appointing Of Election Committee:** Joseph appointed Farrah Haines as Chair of the Election Committee.
4. **Garden Club Moving Forward:** Kellie moved to approve the Garden Club moving forward. Mike seconded. Discussion. Motion carried. Five minute bio-break at 7:13pm.

IV. Consent agenda

V. New Business

VI. Executive Sessions: The governing board may be meeting in executive sessions to discuss individual personnel issues and negotiations as allowed by C.R.S. 24-6-402(4) (f) and C.R.S. 24-6-402 (4) (e), respectively.

Decisions requiring votes may follow in open meeting.

1. **Staff Concern:** Entered Executive Session A at 7:19pm. Returned to Regular Session at 7:50pm.
2. **Contract Recommendations:** Entered Executive Session B at 7:52pm. Returned to Regular Session at 8:10pm.
3. **Performance Review Assistant Principal:** Entered Executive Session C at 8:11pm. Returned to Regular Session at 9:01pm.
4. **Performance Review Principal:** Entered Executive Session D at 9:02pm. Returned to Regular Session at 9:48pm. Entered Executive Session B-B at 9:50pm, to discuss contract recommendations and performance reviews. Took 3 min. bio-break. Returned to Regular Session at 10:49pm. Jennifer moves to approve all the staff contract recommendations, with the exception of the two discussed in Executive Session B-B. Kellie seconded. Discussion. Roll call vote: 5 – yea, 0 – nay. Motion carried. Kellie moved to approve extending a contract to the Assistant Principal for the 2012-2013 school year. Ashley seconded. Discussion. Roll call vote: Nancy Supernor- yea, Kellie Brown- yea, Jennifer Grim- yea, Ashley Vetter- yea, Mike Schmitt- yea. Motion carried. Ashley moved to extend a contract to the Principal for the 2012-2013 school year. Kellie seconded. Discussion. Roll call vote: Nancy Supernor- yea, Kellie Brown- yea, Ashley Vetter- yea, Jennifer Grim- nay, Mike Schmitt- nay. Motion carried. Jennifer moved to have a conversation with the Board Chair and another board member to sit down with the Principal and express concerns, thoughts, and constructive criticisms that we have and then based on the results of that conversation decide on extending a contract to the Principal. Mike seconded. Discussion. Roll call vote: Nancy Supernor- yea, Kellie Brown- yea, Jennifer Grim- yea, Ashley Vetter- yea, Mike Schmitt- yea. Motion carried.

VII. Adjournment: Jennifer moved to adjourn at 11:36pm. Kellie seconded. Meeting adjourned.

Chair's Attestation – General. I, Joseph Barrows, served as chair of the KQA Board of Directors Regular Session on February 01, 2012 and hereby attest that the foregoing minutes substantially reflect the substance of the discussion during the session.
