

# Knowledge Quest Academy (KQA)

## Regular Session Minutes

### Date and Time:

Thursday, January 7, 2021, 6:30 pm

### Location:

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

### Leadership in attendance:

Tauna Esslinger, Chair

Douglas Chinn, Secretary

Malyka Korgan, Director

Mike Bailey, Co-Chair

Brittany Vonfeldt, Director

Linda Spreitzer, Principal

Aaron Hoyt, Treasurer

Gabe Thexton, Director

### Leadership absent:

### Leadership late arrival:

### Guests:

Brenda Chinn

Scott Szabo, Lauer/Szabo via

Via Zoom

Dan Johnson

Zoom

Laine Goddard

Michael Everest, RE5J

### Opening Items:

- A. Call to order at 6:30 p.m.
- B. Pledge of allegiance/KQA code of honor
- C. Adjustments to the agenda  
Motion made by: Tauna, Motion 2nd by: Doug to approve the agenda as presented, with unanimous approval.
- D. Approval of previous minutes: Motion made by: Tauna, Motion 2nd by: Gabe to approve Regular Session Minutes, December 3, 2020 and Special Session Minutes, December 15, 2020 as presented, with unanimous approval.
- E. Public comments: None

### Items for Discussion:

- A. Audit and Approval
  - Presented by Scott Szabo, Lauer, Szabo & Assoc. along with Michael Everest, RE5J CFO
  - 990 form still underway and should be ready to present sometime next week.  
Motion made by: Aaron, Motion 2nd by: Brittany to approve the audit as presented, with unanimous approval.
- B. Board Schedule & Training
  - Keith willing to return in February to support misc. discussions. Schedule to be determined later.
  - Discussed January 23<sup>rd</sup>, Tauna to confirm with Keith
  - CLCS offering a virtual training March 3-5. \$145 per enrollee. Modules available live or on demand.
- C. Technology Agreement  
Motion made by: Gabe, Motion 2nd by: Mike to approve the Student and Parent/Guardian Responsible Use Agreement for Student Issued Technology – **Motion died**  
Dan Johnson to review the document and add applicable syntax / revisions.

## Knowledge Quest Academy (KQA)

### D. Committees

- Discussed the formation of committees, starting with Accountability Committee, with the idea of approaching the member of the return to school full time committee to participate.
- Refer to 2021 Committee Mission-Vision w-Chair 20210107 document attached below.  
Motion made by: Tauna , Motion 2nd by: Gabe to appoint Doug as Chair of the Capital Construction Committee, with unanimous approval.  
Motion made by: Tauna, Motion 2nd by: Aaron to appoint Brittany as Chair of the Curriculum Committee, with unanimous approval.  
Motion made by: Tauna, Motion 2nd by: Brittany to appoint Aaron as Chair of the Finance Committee, with unanimous approval.  
Motion made by: Tauna, Motion 2nd by: Malyka to appoint Gabe as Chair of the Technology Committee with unanimous approval.  
Motion made by: Mike, Motion 2nd by: Brittany to appoint Tauna as Chair of the Accountability Committee, with unanimous approval.  
Motion made by: Tauna, Motion 2nd by: Aaron to appoint Malyka as the Chair of the Principal Support and School Continuity Committee, with unanimous approval.

### E. Facility & Playground Updates

- Milliken Water bill issues still under resolution. Linda forwarded all information she has to Doug to review independently. See Action items below.
- Found water leak Monday above the Tech Lab, adjuster has made a site visit and a claim has been initiated. Diller Mechanical issued a report of their activities to justify they would not have been to blame.
- Mike solicited quotes for Playground Equipment. He's received 3 quotes from 2 companies.

### F. Treasurer's Report and Budget Amendment

- Budget expenditures to date, adding October/November
- Discussed budget amendments.  
Motion made by: Doug, Motion 2nd by: Aaron to approve increasing the internet speed from 100mps to 1gps, with unanimous approval.  
Motion made by: Doug, Motion 2nd by: Aaron to approve the purchase a new server at a cost of no more than \$19,000, with unanimous approval.  
Motion made by: Tauna, Motion 2nd by: Brittany to approve the purchase of 120 Chromebooks to a cost of \$43,567.20, with unanimous approval.  
Motion made by: Aaron, Motion 2nd by: Malyka to pursue the up to \$50,000 plus benefits option for a part time Psychologist position, for the remainder of the 2020-2021 School Year, with unanimous approval.  
Motion made by: Tauna, Motion 2nd by: Brittany to approve issuing a 6% one-time staff stipend, with unanimous approval.  
Motion made by: Doug, Motion 2nd by: Gabe to approve a \$2000 stipend for the administration of the process for preparing staff contracts for the 2021-2022 school year, with unanimous approval.
- Michael Everest said we can work with our bank to obtain a school credit card for Linda
- ColoTrust account has been set up.

### G. Kindergarten Lottery

- Linda requesting two directors to participate in the Kindergarten lottery, February 4 at 5:30 pm. Brittany and Malyka volunteered.

## Knowledge Quest Academy (KQA)

### H. Board Election Calendar

Motion made by: Tauna, Motion 2nd by: Gabe, to approve the KQA Board election calendar as presented, with unanimous approval.

There are two positions open for the 2021 election.

### I. Principal's Report

- Seeking grant to supplement replacement costs of technology devises/hardware.
- Linda completed the Wells Fargo annual meeting.
- Two new state policies went in to affect relating to PTO.

### J. Public comment discussion

### K. Executive session if required, C.R.S. 24-6-402 (4) e - Contract Negotiation strategies

Motion made by: Tauna, Motion 2nd by: Malyka, to enter Executive under C.R.S. 24-6-402 (4) e - Contract Negotiation strategies. Enter Exec. Session at 9:56pm

Motion made by: Tauna, Motion 2nd by: Malyka to leave Exec. Session, with unanimous approval. Left Exec. Session at 10:18 pm

### Adjournment:

Motion made by: Tauna, Motion 2nd by: Gabe, with unanimous approval. Meeting adjourned at 10:40 pm.

Action Items/Directives	Responsible Person	Expected Completion
Doug to review information regarding the Milliken water bill from Linda. Review and determine timeline of events to support resolution of the issue	Doug	

Submitted by Board Secretary; Douglas W. Chinn

## Knowledge Quest Academy (KQA)

01/07/2021

Committees to support the work of the board and possible mission statements.

Director Responsible:

- |                       |   |
|-----------------------|---|
| D: Tauna              | Accountability Committee- The accountability committee monitors and ensures continuous academic improvement (excluding curriculum), appropriate learning environment and efficiency of KQA.   |
| D: Doug               | Bond/Capital Construction Committee- Develop and recommend the appropriate expenditures of money for the construction, repair, and modernization of school facilities. Communicates its finding to the Board on regular basis and ensures that the school bond funds or grant monies are invested as the board intended and that projects are completed wisely and efficiently. |
| D: Brittany/Brenda C. | Curriculum Committee- Perpetually reviews, evaluates, and assesses implementation of research-based curricula, utilizing school specific data to meet and exceed high academic expectations of the Core Knowledge scope and sequence (as outlined by E.D. Hirsch) and Colorado State Standards.   |
| D: Aaron              | Finance Committee- Develop and recommend the appropriate policies and procedures necessary for the successful financial operations of the school. Support the Treasurer and Administration in assuring sound financial practices.   |
| D: Gabe               | Technology Committee- Provide the curriculum, instruction, assessment, professional development, hardware, software, and infrastructure to improve students' achievement, classroom instruction, and organizational capacity, in order to prepare students for life and work in the digital world.  |
| D: Malyka             | Principal Support and School Continuity Committee- Develops and recommends....  |