

# Knowledge Quest Academy (KQA)

## Work Session Minutes

### Date and Time:

Thursday, November 18, 2021 at 6:30pm

### Location:

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

### Leadership in attendance:

Tauna Esslinger, Chair

Douglas Chinn, Secretary

Chester Gemaehlich, Director

Julie Maslowski, Director

Gabe Thexton, Co-Chair

Linda Spreitzer, Principal

### Leadership absent:

Sheree Baker, Director, Malyka Korgan, Director both excused.

### Leadership late arrival:

**Guests:** Isaac Korgan

- I. Call to order at 6:30 p.m.
- II. Roll Call
- III. Pledge of allegiance/KQA code of honor
- IV. Approval of the agenda  
Motion made by: Tauna, Motion 2nd by: Julie to approve the agenda as presented, with unanimous approval.
- V. Items for Discussion:
  - A. PTO, Sick Leave and Covid relief  
Open discussion; Reviewed the use of ESSER 2 or 3 monies to fund the relief. Discussed increasing the substitute budget by \$10,000. Discussed the rationale of ensuring staff is covered in the event of being covid positive. Discussed the difference between working while under quarantine vs. not able to work under quarantine / being sick with covid. Tauna to initiate conversation with Bart regarding the needs for the budget amendment relating to adjustment to the substitute budget line item. Discussed and formulated a motion to be made during Special Session
  - B. School maintenance discussion  
Discussion initiated regarding the need to develop financial policies, specifically relating to the contracting of subcontractors performing service work. Per discussions with Bart, he suggested the board set a threshold to trigger the need for competitive bids vs. the utilization of existing subcontractors.  
Mtech and the walk-in freezer: The walk-in freezer has not historically been maintained properly and Mtech is highly suggesting replacement of equipment for said freezer. Tauna has a proposal from Mtech for an initial price of \$13,967  
Lutey Landscaping proposal for the swale rehab. \$7590  
\*Motion made by: Tauna, Motion 2nd by: Gabe to amend the agenda to add an item for discussion regarding rural schools, with unanimous approval.
  - C. *Rural Schools*  
*Tauna initiated discussion about the opening fund balance of Rural Schools. In the past, the KQA Board has used Rural Schools money to incentivize the KQA staff. Tauna is suggesting we offer our staff a year-end bonus or honorarium. Further discussion tabled for the next Regular Session*
- VI. Adjournment:

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Motion made by: Tauna, Motion 2nd by: Gabe with unanimous approval. Meeting adjourned at 7:47pm.

Action Items/Directives	Responsible Person	Expected Completion

Submitted by Board Secretary; Douglas W. Chinn