

# Knowledge Quest Academy (KQA)

## Regular Session Minutes

### Date and Time:

10/17/2024 at 6:30 pm

### Location:

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

### Leadership in attendance:

Chester Gemaehlich,	Chair	Samantha Hise,	Treasurer
Tish Thompson,	Co-Chair	Carl McCutchen,	Director

### Leadership late arrival:

### Leadership absent:

Sara George

### Guests:

Linda Spreitzer, Principal

Isaac Korgan, Assistant Principal

Rod Hise

- I. Call to order at 6:32 PM
- II. Roll Call
- III. Pledge of Allegiance/KQA Pledge
- IV. Approval of the Agenda

Samantha would like to move the budget update above the Board/Staff social. Chester made a motion to approve the agenda as amended. Samantha seconded. Unanimously approved.
- V. Approval of Previous Minutes

Chester made a motion to approve the minutes from the October 3, 2024 regular session and October 5, 2024 special session. Tish seconded. Unanimously passed.
- VI. Public Comment

There is no public comment.
- VII. Principal and Committee Reports

Linda presented the October count will be at 394 or 395 students, but is unsure if one student can be counted.

Linda and Isaac would also like to hire a part-time advanced math teacher for the remainder of the year and are working on bringing someone in.

Isaac said the new interior door locks will be a lead time of two to five weeks. He also mentioned that the chain-link fence on the southwest side needs some repairs. He is trying to get some quotes for replacing two panels.

The website is also being updated with Board agendas and minutes.

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### Accountability Committee

The Accountability Committee met and went over goals for the year and would like to be apprised of information regarding leadership changes for the school. Nothing material was discussed or presented.

### VIII. Items of Discussion

#### a. Kitchen Dishwasher

Linda discussed the upcoming installation of the dishwasher. A contractor came in and was able to locate the rough-ins for the dishwasher. One issue that has popped up is that there needs to be a General Contractor for some of the work. Linda would like to contact Fransen Pittman to see if they would like to handle the project. Chester would like Linda to also reach out to another contractor to ensure there are at least two bids for the project.

#### b. Budget Update

Samantha presented there is a shortfall of approximately \$95,000 in the 2024-25 budget due to the unexpected lower number of students. Bart Skidmore, CPA, gave several recommendations for transferring money to cover the shortfall.

The options presented were to either draw down the fund balance or transfer money from the capital lease to the general fund in the amount of \$150,000.

Carl makes a motion to transfer \$150,000 from the capital lease to the general fund to cover the \$95,000 shortfall in the 2024-25 school year budget. Tish seconded.

Unanimously passed.

#### c. Board / Staff Social

The Board would like to do the Board/Staff social on December 5th at 3pm, with the Board meeting following, beginning at 4 pm.

The Board is discussing an honorarium for permanent staff, and request Bart run numbers on what it would cost, especially in the face of a budget shortfall.

### IX. Work Session

The work session discussed what benefits are included in postings for employment, as well as a review of the board training that happened on October 5, 2024. Discussion also included what the search committee for Linda's replacement, when she retires at the end of the year, would look like.

### X. Adjourn

Chester made a motion to adjourn. Seconded by Tish. Unanimously approved. Meeting adjourned at 8:10 p.m.

Submitted by Board Secretary, Carl McCutchen