

Knowledge Quest Academy (KQA)

Regular Session Minutes

Date and Time:

2/6/2025 at 5:30 pm

Location:

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

Leadership in attendance:

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

Leadership late arrival:

Leadership absent:

Guests:

Janie Vigil
Jennifer Engels
Allison Herrera
Melissa Miller
Amanda McCosh
Linda Spreitzer
Isaac Korgan

- I. Call to order at 5:30 PM
- II. Roll Call
- III. Pledge of Allegiance/KQA Pledge
- IV. Approval of the Agenda
The agenda needed some items added. Chester made a motion to approve the amended agenda. Samantha seconded. Unanimously passed.
- V. Public Comment
There is no public comment.
- VI. Head of School Work Session (Executive session C.R.S. 24-6-402(4)f - Personnel Matters)
Chester made a motion to enter into Executive session, with guests Allison Herrera, Mellissa Miller, Janine Vigil, Jennifer Engels and Amanda McCosh. Tish seconded. Unanimously approved.

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Executive session was adjourned at 6:33 p.m.

- VII. Roll Call
Sara was absent upon the second Roll Call
- VIII. Approval of Previous Minutes
Chester makes a motion to approve regular session minutes dated November 21, 2024, December 5, 2024, January 16, 2025, and special session minutes dated January 27, 2025, and January 28, 2025. Samantha seconds. Unanimously approved.
- IX. Principal and Committee Reports
Linda reported about the progress and roadblocks for getting a dishwasher installed. She also said she is obtaining a bid to complete the wall between the cafeteria and gymnasium. Linda also presented a mockup of a brochure the school is planning to disseminate among the community to help raise awareness of the school and its opportunities.
Wellness Night is coming up in March.
The Financial Committee is continuing to meet monthly.
- X. Items of Discussion
- a. 2025-26 Staff Salary
Samantha reported the Financial Committee met and the CPA recommended a 3 percent raise in salaries. Samantha recommended a 2.5 percent raise due to the current low enrollment. Additionally, if the 2025-26 school year enrollment was lower, a 2.5 percent raise would not stress the budget nearly as much as with a 3 percent raise. The Board would also like the CPA to present the budget with an enrollment of 395 students with both raise options.
- b. Camera Proposal
Isaac presented the camera proposal to install video cameras in the rest of the classrooms. Tish makes a motion to approve the purchase of new cameras for 15 classrooms with DVR installed in the closet hallway, for a total of \$5,662.20 from Big Security and Highlands Services. Chester seconded. Unanimously approved.
- c. Kitchen Dishwasher
Linda already discussed the dishwasher progress and roadblocks for installation during the Principal's Report.
- d. Kindergarten Lottery
Linda performed the Kindergarten lottery with the help of the Lotterease software.
- e. Tech proposal
Isaac presented a proposal for 90 Chromebooks for students and 25 laptops for teachers. Tish made a motion to approve the 90 student Chromebooks from Bluum for \$37,260. Samantha seconded. Unanimously approved.
Tish made another motion to approve the 25 teacher HP Probook notebooks from Bluum for \$35,975. Chester seconded. Unanimously approved.

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XI. Adjourn

Chester made a motion to adjourn. Seconded by Tish. Unanimously approved. Meeting adjourned at 7:32 p.m.

Submitted by Board Secretary, Carl McCutchen