

Agenda for the Governing Board of
Knowledge Quest Academy
Date: **July 6, 2011**
Regular Session 9:00 AM
Learn Lab

Vision Statement:

- Through the Core Knowledge Sequence and collaborative materials, students are able to reach their highest academic potential, thus preparing them for success in their continued education after KQA.
- Students learn positive character traits and a code of ethics from instruction and through the example of their teachers, thus continuing their development for becoming productive adults.
- Teachers present material through various methods in an effective, involved manner (such as using interesting and hands-on activities), helping students develop a strong desire to participate.
- Students are treated equally and without bias, and therefore gain a sense of self-confidence and self-worth from positive and meaningful relationships with teachers and other students.
- As a result of continuous learning by teachers and implementation of improved teaching methods, students' assessment scores show improvement from year to year.
- By regularly assessing students' skills and their retention of knowledge, teachers are able to implement more effective teaching methods based on data obtained from assessments.
- By allowing students to work with new computer equipment, students gain valuable experience related to updated technology.
- The Governing Board of KQA services the entire school community without prejudice or favoritism, therefore making decisions based solely on the long-term benefit of the school as a whole.

Mission Statement: Knowledge Quest Academy provides instruction on a broad variety of topics using the proven, content-rich Core Knowledge educational program, along with emphasis on a code of ethics. Small class sizes allow students to receive individual attention. All who are associated with the school are able to contribute: Parents are encouraged to volunteer their time, teachers continue their professional development, and students show intellectual improvement through regular assessments.

I. Preliminary

- 1. Call to Order** at 9:08 am
- 2. Roll call:** Joseph Barrows, Kellie Brown, Jennifer Grim, Nancy Supernor (Excused Tardy), Ashley Vetter
- 3. Pledge of Allegiance**
- 4. Approval of agenda:** Jennifer moved to approve agenda as amended. Kellie seconded.
- 5. Approval of previous minutes:** Joseph will sign previously approved minutes.
- 6. Public comment:** No public comment.

II. Reports:

Principal: Conchetta's trip to Africa was wonderful.

Asst. Principal: Worked on staff development questionnaires and what the staff would like to be learning. Each time there is a staff meeting a staff member will be teaching a topic to the rest of the staff.

Accountability Committee: We all have read the last report. Joseph praised them for their commitment for the 2010/2011 school year. The committee will probably wait until August to recommend a new Chair.

Enrollment Coordinator: Ashley has been working on a flow chart for the enrollment. Ashley has enrolled another kindergarten. We are up to 372 for the

2011/2012 school year so far. Betsy is looking into being able to “submit” enrollment forms online. There is a lottery for getting into Kindergarten. Once the lottery is complete, names are redrawn and a waiting list is created.

Public Relations: Nancy is keeping up on the brochure. Nancy needs help to design and build the float for Milliken BBQ Days.

District Liaison: Unfortunately Joseph missed the last meeting. Next District meeting will be in August.

Chair: There was a story in the news about a Charter School getting in trouble for giving “money” (gift cards, etc.) for enrollment. We have to be very careful with our “creative” ideas to attract students to our school.

Treasurer: See Report, if you have any questions please let Jennifer know.

Co-Chair: No Report

Secretary: No Report

III. **General Agenda**

1. **Update Student/Staff Handbook for the KQA 2011/12 School Year:**

Nancy moves to approve the Student Handbook as modified (Rev. B) and presented. Ashley Vetter seconded. Discussion. Motion carried. Ashley moves to approve Staff Handbook as revised (Rev. B). Nancy seconded. Discussion. Motion carried.

2. **Review Mission and Vision for KQA:** Kellie moves to approve the Motto, Mission and Vision for KQA as presented. Ashley seconded. Discussion. Motion Carried.

3. **HVAC Annual Contract Review:** Jennifer moves to approve DMS (Diller Mechanical Services) HVAC contract as presented for the 2011/2012 school year. Ashley seconded. Discussion. Motion carried.

4. **Elementary Promotion Policy:** This is promotion beyond a consecutive grade (grade skipping) policy. Teacher and/or parents have come forward to have a child move up. This request needs to be in writing. Right now there is not a policy. We need to have one so we are consistent. See Policy presented. Take the first two paragraphs and the last paragraph from the policy to put into the Student Handbook. We need to make sure that the dates are in the Student Handbook so the parents are aware of the dates (deadlines). Jen moves to approve Elementary Promotion Policy (Grade Skipping) as amended. Ashley Seconded. Motion Carried.

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. **2011/2012 KQA Budget:** Entered Executive Session A at 10:09am.

Back to regular at 10:50 am. Kellie moves to approve the KQA 2011/2012 budget as presented. Ashley seconded. Discussion. Motion carried.

2. **Modify Staff Contract:** Entered Executive Session B at 10:50 am. Back in to regular at 11:15 am. Ashley moves to modify staff contract as

discussed in Executive Session B. Kellie seconded. Discussion. Motion carried.

VII. Adjournment: Kellie moved to adjourn at 11:17 am. Meeting adjourned.

Chair's Attestation – General. I, Joseph Barrows, served as chair of the KQA Board of Directors Regular Session on _____ July 6, 2011 _____ and hereby attest that the foregoing minutes substantially reflect the substance of the discussion during the session.
