



MINUTES of QUEST LEADERSHIP ACADEMY CHARTER SCHOOL

Minutes of November 29, 2016 Board of Directors' Meeting

Call to order: The regular meeting of the Quest Leadership Board of Directors was held Tuesday, November 29, at the Upstate Circle of Friends Community Center, 29 Ridgeway Drive, Greenville, SC with Mrs. Brenda Humbert, presiding and Mrs. Hattie G. Harris, acting secretary. Mrs. Humbert called the meeting to order at 6:04 p.m.

Members in attendance: Harriet Cunningham, Hattie Harris, Brenda Humbert, and William Bridges; who had to leave early because of a family emergency.

Members not in attendance: Yolanda Muhammad

Others Present: Calandra Davis, principal - QLACS; Tony Wallace – Transportation Director, Lenny Gaines – Recruitment Director

Adoption of Agenda

- Ms. H. Cunningham moved for the adoption of the agenda. The motion was seconded and adopted.

Approval of minutes:

- Since no meeting was held in October, approval of the September minutes was tabled until the December meeting

Correspondence

- Ms. Yvonne Sanders on behalf of the Olive Branch Village Project expressed thanks for Quest's support (ad and tickets) of the Olive Branch Annual Banquet.

Reports from the following:

Bus Transportation – Mr. Tony Wallace

- Mr. Wallace gave an update on the problematic status of the white bus. He also recommended that a new engine be bought instead of a used one. No action was taken on his recommendation.



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Recruitment – Mr. Lenny Gaines

- Mr. Gaines' report focused on marketing strategies and a Learning Community which would promote student successes in academics, behavior, character education, and citizenship.

Finance Committee - Mrs. Harriet Cunningham

- Ms. Cunningham distributed a Statement of Activity from July-October, 2016 and a Statement of Financial Position as of October 31, 2016. Additional highlights included the following:
 - Meeting with AT Locke representatives
 - Meeting with auditors who conducted Quest's 2015-2016 external audit follow-up steps
 - Workshops attended during the 16th Annual South Carolina Public Charter School Conference
 - Guidelines for facility update and recommendation letter to consider CIA as Quest's representative on the renewal, expansion or acquisition of a facility or land.

Principal's Report

Mrs. Calandra Davis

- Ms. Davis gave updates on student enrollment, faculty/staff, parent/community engagement, facility/services and finances/grants/donations.

Board Chair

Mrs. Brenda Humbert

- Mrs. Humbert noted the need for risk management and conflict of interest policies.



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Executive Session

- Ms. Cunningham moved that the board enter into executive session to discuss professional service contracts. The motion was seconded and adopted. At the end of discussion, Ms. Cunningham moved that the board exit executive session. The motion was seconded and adopted.

New Business

- By consensus, a teleconference is to be held on December 2, 2016, at 6:00 p.m.

Adjournment: The meeting was adjourned at 8:51 p.m.

Yolanda Muhammad
Secretary
Quest Leadership Academy Charter School

12/20/16
Date of approval