



## MINUTES of QUEST LEADERSHIP ACADEMY CHARTER SCHOOL

### Minutes of Board of Directors' Meeting

November 30, 2017

**Attendees:** Bill Bridges, Al Gray, Robert Jenkins, Selena Tucker and Gwen Whitner

**Others:** Kristin White

#### **Call to Order:**

The meeting was called to order at 6:30 pm by chairperson, Al Gray.

#### **Adoption of Agenda:**

Gwen Whitner moved to adopt the November 30, 2017 agenda. The motion was seconded by Robert Jenkins. The motion passed.

#### **Adoption of Minutes:**

Robert Jenkins moved to adopt the October 4, 2017 minutes with corrections. The motion was seconded by Bill Bridges. The motion passed.

**Public Comments:** None Reported

#### **Reports:**

##### **Charter School Alliance Convention**

- **Al Gray** stated that the convention was helpful as a board member and chair concerning the inner workings of a board, specifically charter schools. Very positive comments were expressed with respect to Kristin White. He would like to have more board members attend the convention.
- **Selena Tucker** stated that as a first time board member she feels more empowered as to how to reach out to parents and include them in the process of student performance. Further, classroom presentation is very important and is looking forward to being the parent representative at Quest.
- **Bill Bridges** stated that the cyber session stood out as very important. It is imperative that Quest has a good policy on cyber use. Kristin White noted that Quest does have a cyber policy in place.

##### **Principal's Report: Kristin White**

- The enrollment hovers between 180-185 students.
- Various partnerships are in place.
- The meeting with architects for possible Quest renovation was positive.
- Collaborating with USCF on security with a discussion on the possibility of obtaining a school resource office.
- Participated in another radio announcement for Quest.
- MAPP testing will be held the first week of January 2018. Parents must be informed about possible student retention in January 2018.

- Staff will participate in CPI Training focusing on math and reading. This should provide marked improvement in student performance.
- Personnel changes include two new 2<sup>nd</sup> grade teachers and one new 5<sup>th</sup> grade teacher.
- Thanksgiving lunch for families and staff was overwhelmingly successful.
- Parent University is being implemented
- Christmas program will be held December 14, 2017.
- Quest will participate in the Greenville Christmas Parade.

**Finance: Bill Bridges**

- A financial balance sheet was provided that referenced activity as of 10-31-17. It showed that many expenses are front loaded which reflects the difference in budget and expenses. However, cash balances are good.

**Board Membership:**

- Al Gray stated that nine members are needed for Quest Board of Directors. The present board is short three members. Members are needed who will be a liaison to the community in support of school growth. He asked Robert Jenkins to examine the by-laws with respect to the possibility of increasing the membership to eleven. However, immediate focus must be on acquiring three more board members now. Each board member is being asked to consider possible board candidates and bring the names to the next meeting.

**New Business:**

- **Board on Track:** Al Gray will explore.
- **Growth at Quest:** Kristin White stated that there will not be a 6<sup>th</sup> grade added for the 2018-19 school year due to Quest’s make-up. Also, a small response was received when staff and parents were polled on the feasibility of adding a 6<sup>th</sup> grade. The possibility of adding a 6<sup>th</sup> grad will be explored for the 2019-20 school year.
- **Open Enrollment:** Kristin White will contact all parents of upcoming 5<sup>th</sup> graders concerning their intentions of returning to avoid over enrollment. An enrollment form will be sent home for present students and siblings. February 28, 2018 is the deadline for new student enrollment. The lottery begins March 2018. A waiting list will begin once twenty students are assigned to each class.

**Executive Session:** Bill Bridges moved to go into executive session. Selena Tucker seconded the motion. The motion passed.

**Executive Session convened at 8:10 pm**

**Exited Executive Session at 8:23 pm**

A letter of resignation was received from Cal Drummond. Robert Jenkins moved to accept the resignation. Bill Bridges seconded the motion. The motion passed.

**Adjournment:** Robert Jenkins moved for adjournment. Selena Tucker seconded the motion. The motion passed. The meeting was adjourned at 8:28 pm.

Respectfully Submitted:

Gwen Whitner  
Secretary

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Date of Approval