



MINUTES of QUEST LEADERSHIP ACADEMY CHARTER SCHOOL

Minutes of Board of Directors' Meeting

January 25, 2018

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

Others: Kristin White, George Singleton and Roseanne Brown

Call to Order: The meeting was called to order at 6:35 pm by chairman, Al Gray.

Adoption of Agenda: Robert Jenkins moved to adopt the agenda. Gwen Whitner seconded the motion. The motion passed.

Approval of the 11-30-17 Minutes: Robert Jenkins moved to approve the minutes. Bill Bridges seconded the motion. The motion passed following a noted correction by Gwen Whitner. Brenda Humbert was in attendance at the 11-30-17 meeting.

Public Comments: None reported

Reports:

Principal's Report: Kristin White

- Siblings of enrolled students are being actively recruited.
- 4K will go to a lottery.
- New 4th grade teacher will begin next week.
- Some illnesses reported among staff.
- Staff to become familiar with the **Kids Board**.
- Resolution to amend Quest's student growth plan was presented. Rationale for amendment: Quest's environment is not conducive to adding grades. Bill Bridges moved to adopt the amendment. Selena Tucker seconded the motion. The motion passed.
- Information presented to waive missed days due to inclement weather as prescribed by the district with the possibility of days being added in June. Robert Jenkins moved to accept the conditions of the waiver. Bill Bridges seconded the motion. The motion passed.
- **MAPP** testing posted
- Retention possible for students performing below grade level. Parents notified.

Finance: Bill Bridges

- Provided a cash based report as of 12-31-17
- All K4 funds must be used by 2018-19.
- Quest lost 15 students during the holidays which will adversely affect second half of the year's revenue. Mrs. Dirton, Quest's recruiter, is still out with illness. However, student enrollment must be increased to compensate for lost students.
- The oldest bus is not operative. There is a possibility of purchasing a used bus from UCF.



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- Kristin White noted that some allocations have been received and there should be a new budget to review at the February 2018 meeting. Additionally, she will meet with the Finance Committee to be sure line items are correct.

Board Membership: Al Gray

- Recruitment strategies are needed to replace lost board members.
- Would like the board to consider increasing the number of board members from 9 to 11 so that a quorum is always present to conduct business.
- Each board member was asked to explore prospective candidates for membership and bring names to the February 2018 meeting. The urgency in accomplishing this task was noted.

Expanding the Circle: George Singleton, CEO of Upstate Circle of Friends

- Plans are being explored to expand the use of the facility.
- Has met with architects concerning phase 1 of 3 (extension of building D) to include a PE room and music room
- A permit approval meeting is scheduled for 2-4-18.
- Funding options are being explored.

Roseanne Brown-Grant Writer:

- Provided quotes for phases 1, 2 and 3.
- \$300,000 is needed in the next few months to begin campaign kick-off.
- Names of possible donors who can be engaged will be provided to board members.
- Face Book has been instrumental in providing information in the community about UCF.
- A professional video about UCF/Quest is needed.
- Board members are encouraged to attend any meetings held with possible donors.

Selena Tucker- Parent University:

- Would like parent contact information to facilitate a positive liaison between the school and community.

Al Gray volunteered to read on **World Read Aloud Day**, 2-1-18.

Board on Tract Video- Tabled

Executive Session: Not held

Adjournment: Robert Jenkins moved for adjournment. Gwen Whitner seconded the motion. The meeting was adjourned at 8:27 pm. **Next meeting: Thursday, March 22, 2018 6:30 pm.**

Respectfully Submitted:

Gwen Whitner; Secretary

Date of Approval