



MINUTES of QUEST LEADERSHIP ACADEMY CHARTER SCHOOL

Minutes of October 4, 2017 Board of Directors' Meeting

Call to Order: A meeting of the Quest Leadership Board of Directors was held Wednesday, October 4th at 29 Ridgeway Drive, Greenville, SC 29605 with Yolanda Muhammad, vice chairperson, presiding and Gwen Whitner, secretary, recording. The meeting was called to order at 2:30 p.m.

Members in Attendance: William Bridges, Cal Drummond, Al Gray, Brenda Humbert, Robert Jenkins, Yolanda Muhammad, Selena Tucker and Gwen Whitner

Others Present: Kristin White, Principal

Adoption of Agenda:

- Al Gray moved to accept the agenda. Gwen Whitner seconded. The motion was adopted.

Approval of Minutes: (7-25-2017, 8-25-2017 and 8-29-2017) Robert Jenkins moved to accept the minutes. Brenda Humbert seconded. The minutes were accepted with one correction by Kristin White in the 7-25-2017 minutes with regards to the spelling of Taylor Fulcher's name.

Reports:

Principal's Report- Kristin White

- 225 students enrolled with a few openings available. This number includes K-4.
- Quest's partnerships are going well.
- Quest did not receive the Fluor grant.
- Quest's parenting programs are underway.
- Funds from the sale of used uniforms will go into the PTO account.
- The majority of the students tested are falling below proficiency. The appropriate text books that have been ordered should help to remedy this.
- An on sight nurse with additional hours to include the after school program is needed.
- Data to show the effectiveness of the after school program is being explored.
- A PTO meeting is scheduled for 10-09.
- The Fall Festival is scheduled for 10-18 from 2-4 p.m.

Finance Committee: William Bridges

- July/August YTD interim financial statement is a cash based statement.
- The six month projected cash flow statement prepared by McKay- Kiddy shows Quest maintains a strong cash reserve under the updated 2017-18 budget.
- **Highlights of the updated budget include:**
 - A reduction in expense for a bus manager
 - Projects 184 students
 - Adds funds to the principal's search expense



MINUTES of QUEST LEADERSHIP ACADEMY CHARTER SCHOOL

Minutes of October 4, 2017 Board of Directors' Meeting

Adds funds for OnTrack Board Training

Adds funds for furniture for multi-purpose room

Adds funds to the occupancy expense to allow lease pre-payment to UCF. Pre-payment does not increase Quest's lease expense. This assists UCF with cash flow due to the new playground.

Final funding adjustment to include special needs

Late penalty has been resolved

William Bridges moved for the approval of the updated budget. Al Gray seconded. The motion passed.

Facilities: William Bridges

- Engineer's plan to be submitted to the District for expansion. Options are being explored.

New Business: Board on Tract

- Board on Tract will assist Quest in being a successful charter school.

A consensus was given by the Board to have Yolanda Muhammad proceed with the logistics of the implementation of BOT.

- It will help Quest to evaluate the school principal.
- It will help to organize and distribute meeting agenda/minutes.
- It will provide ideas and guidelines around governance.
- It will assist with Board assessment and recruitment.

Executive Session

Robert Jenkins moved that the Board go into Executive Session. Al Gray Seconded. Executive Session began at 3:07 p.m.

Al Gray moved to return to regular session. Brenda Humbert seconded. Regular session resumed at 3:30 p.m.

William Bridges inquired about the SC Charter School Alliance meeting scheduled for 11-14-17. Kristin White stated that the plans have been finalized. Also, she will carry Quest's logo to be placed in the conference room in Columbia.

Adjournment:

Yolanda Muhammad moved for adjournment at 3:45 p.m. Selena Tucker seconded. The motion passed.

Respectfully submitted:

Gwen Whtiner, Secretary
Quest Leadership Academy

Date of Approval