

**Quest Elementary School
SAC Meeting Minutes
Monday, October 21, 2019**

Present: Beth Reeve, Christine Boyd, Nicole Frydenlund, Michelle Zeppieri, Melanie Jarvis, Marsha Johnson, Leslie Straessley, Theresa Lally

Guest: Kassie Erenstoft, Tauna Phillips

Absent: Bruce Dexter

Michelle Zeppieri called the meeting to order at 2:45 p.m.

II. Review of Minutes

Minutes from 4/19 meeting were re-reviewed for accuracy. Two corrections were noted from Sept meeting: Change (1) Melanie Jarvis to Melonie Jarvis and (2) Michael Walker to Michael Waller. Nicole Frydenlund motioned to approve the minutes with noted corrections. Beth Reeve seconded the motion. All voted in favor.

Minutes from Sept meeting were reviewed for accuracy. Theresa Lally motioned to approve minutes as written. Nicole Frydenlund seconded the motion. All voted in favor.

III. Review Bylaws and vote on SAC roles

Bylaws were reviewed by all and a change was requested with regards to Article 4 Elections Section 2 and Article 7 Rules of Operation Section 5: replace newsletter with media (in all instances). The purpose is to update how communications of meetings, elections, etc. are provided to the parents, teachers and staff of Quest Elementary. Beth Reeve motioned to approve the change of newsletter to media in all instances. Leslie Straessley seconded the motion. All voted in favor.

SAC Roles:

Christine Boyd motioned to elect Michelle Zeppieri as chairperson. Theresa Lally seconded the motion. All voted in favor.

Michelle Zeppieri motioned to elect Leslie Straessley as Vice Chair. Nicole Frydenlund seconded the motion. All voted in favor.

Christine Boyd motioned to elect Beth Reeve as Secretary. Leslie Straessley seconded the motion. All voted in favor.

IV. School Recognition Funds

Mrs. Boyd provided a brief overview of how the staff voted for payment of the School Recognition Funds (money earned by the school based on the school grade).

- The staff vote was electronic. 76 out of 118 eligible staff voted. Those that resigned did not vote.
- The 2 voting options for payment were the same as the 2018-2019 school year: 1) payment distributed equally (flat amount) to all; 2) payment is a percentage based on salary
- The option for money going to pay for classroom technology was removed from the electric ballot this year.
- 65.8% voted for percentage option, 34.2% voted for flat amount
- A small amount will be retained in case a 2018-2019 Quest employee is accidentally omitted and found eligible at a later date.
- Payment will be made to eligible employees no later than February 2020. Leslie Straessley motioned to approve payment to those eligible as voted by the teachers and staff. Beth Reeve seconded the motion. All voted in favor.

V. Dates for SAC 2019-2020

Christine Boyd went over the remaining SAC meeting dates for the school year.

VI. Other

Christine Boyd talked about how Quest provides teachers and staff the opportunity for additional training, view working classrooms and collaborate with other teachers throughout the year.

- There is a \$7,000 substitute budget. It costs \$100 /day per substitute.
- During the 2018-2019 school year Quest exceeded the budgeted amount significantly. The exceeded amount has been deducted from the 2019-2020 substitute budget.
- Ms. Boyd acknowledged that she may ask the SAC committee at a future date to utilize 2019-2020 SAC funds to pay into the 2019-2020 substitute budget to prevent or reduce the need to pull from the 2020-2021 budget.

Meeting was adjured by Michelle Zeppieri at 3:19 PM.

Next Meeting: December 16, 2019