

**HighMark Charter School  
Board of Directors Retreat  
Monday, February 8, 2016**



**Location:** 2467 E. So. Weber Dr.  
S. Weber, UT 84405

**In Attendance:** Bentley McEntire, Richard Bigler, Blake Petersen, Denis Petersen, Sage Ukena

**Others in Attendance:** Mary Johnston, Kim Dohrer, Brad Taylor, Krystal Taylor

## **MINUTES**

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**6:34 PM – CALL TO ORDER by Bentley McEntire**

### **DISCUSSION ITEMS**

- Retreat Expectations

The Board discussed their expectations for the retreat including the review of goals that have been set for the school year.

### **REPORTS**

- Budget Report

Blake Petersen provided a budget report. Overall the budget is healthy and on track. The Board discussed average daily membership and the effect it may have.

- State of the School Report
- State of the Board Report

Bentley McEntire discussed an article that outlined three traits of successful charter boards being accessibility, autonomy, and accountability.

### **GOVERNANCE**

- Charter Review
  - Charter Agreement

Bentley McEntire reviewed the Charter Agreement with the Board. The Board discussed school expectations and goals.

- Board Communication Guidelines

The Board discussed communication guidelines, visibility among parents and involvement at school events.

- SCOT Analysis Review
- Goals and Strategic Plan

The strengths, challenges, opportunities, and threats analysis were reviewed and updated to fit the current status of the school. Strengths include an excellent administration, an outstanding athletics program, along with the integration of business. Challenges include ninth grade enrollment and elective offerings. Opportunities include technology trainings and academic offerings.

### **DISCUSSION ITEMS**

- Retreat Expectations Review

The expectations for the retreat were reviewed and action items were set to ensure that all Board Member hopes were met.

- Action Items

The current action items were reviewed.

- Calendaring

The annual Board Retreat will be held June 3<sup>rd</sup> and 4<sup>th</sup>.

### **ADJOURN**

*At 8:12 PM; Richard Petersen made a motion to adjourn the Board Meeting; Blake Petersen seconded the motion. Voting was unanimous and the motion passed.*