

**HighMark Charter School
Board of Directors Meeting
Monday, March 10, 2014**



Location: 2467 E. South Weber Drive
South Weber, UT 84405

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

Others in Attendance: Mary Johnston (Principal), Kellie Lopaz (Assistant Director), Kim Dohrer (AW), Brad Taylor (AW), Ryan Smith (AW), Kara Finley (AW), Jill Jacobson, Jason Schiers, Billy Hines, members of the public

The mission of HighMark Charter School is to equip students with the highest quality education while fostering an entrepreneurial spirit by integrating practical business applications throughout the core curriculum.

MINUTES

7:04 PM – CALL TO ORDER by Bentley McEntire

CONSENT ITEMS

- **Board Meeting & Closed Session Minutes**
The Board reviewed the minutes and no changes were needed.
Blake Petersen made a motion to approve the February 17, 2014 Board Meeting & Closed Session Minutes; Sage Ukena seconded. Motion passed unanimously.
- **2013-2014 Calendar**
The proposed revision to the 2013-2014 calendar moves the dates for parent teacher conferences to allow for more time in between conferences and better date placement for teachers.
Denis Petersen made a motion to approve the revised 2013-2014 Calendar; Richard Bigler seconded. Motion passed unanimously.

PUBLIC COMMENT

- Jill Jacobson discussed the cheerleading program and the response from the Board and administration.
- Jason Schiers compared the school and cheerleading program to business principals and discussed his feelings regarding program changes.
- Billy Hines commented on the cheerleading program, the administration, and desired communication.

REPORTS

- **PTSO Report**
Erika Petersen discussed the positions opening on the executive board for the PTSO. Volunteer hours can now be tracked online through a new reporting system. A buy-out option for volunteer hours was projected along with the use of funds.
- **Budget Report**
Blake Petersen reported on the status of the budget, which is in good shape. Additional funds need to be spent for Special Education services and the school is considering purchasing an additional portable computer lab or more furniture. Title I funds have been partially drawn down and has helped with cash flow.
- **Principal Report**
Mary Johnston reviewed the current enrollment figures and admission for the fall is looking great. Business integration is going well and the specialist has been focusing on the HighMarket Business Expo and Fair. Students will host booths for their businesses and have started creating marketing plans and advertising. Preparation for the fair and expo are being worked on during the advisory period and the teacher is helping guide students through the process.

VOTING ITEMS

- **Wish List Purchases**
An update was provided on the wish list items that are being worked on and the sound system, elementary hooks, bleachers, televisions, and shelving wish list items are all completed. The marquee is still being installed and the stage curtain placement will be evaluated. The school is considering installing bike racks, painted play areas, adjustable basketball hooks, and gates for staircases. The roll-down gates placement and feasibility was discussed as well as the need for an additional classroom to accommodate class numbers by remodeling the kiva and hallway in the elementary.
Blake Petersen made a motion to approve the purchase of wish list items for security cameras up to \$5,200 and stair gates up to \$3,000; Richard Bigler seconded. Motion passed unanimously.
- **2014-2015 Fee Schedule**
Mary Johnston reviewed the proposed fee schedule and the changes from the last presented schedule.
Richard Bigler made a motion to approve the 2014-2015 Fee Schedule; Blake Petersen seconded. Motion passed unanimously.
- **School Land Trust Plan and Budget**
The School Land Trust progress report for 2013-2014 and the remaining funds were discussed, along with the proposed 2014-2015 school plan. The plan focuses on the academic reading needs and funding for teacher aides.
Denis Petersen made a motion to approve the School Land Trust Plan and Budget; Richard Bigler seconded. Motion passed unanimously.

DISCUSSION ITEMS

- **Donation and Fundraising Policy Review**
The Board reviewed the Donation and Fundraising Policy. Mary Johnston presented the administrative procedures for corporate sponsorships, donations, and fundraisers. The pricing for banner placement and multi-year sponsorships was considered and will be researched further.
- **Dress Code Policy Review**
The administrative team reviewed concerns with the Dress Code Policy, including leggings/jeggins/skinny jeans, designs, scarves, hoodies, bottoms length, and camo patterns. The aim is to help students understand how to dress professionally and appropriately. The Dress Code Policy will be evaluated further to determine if specific changes are needed.
- **Board Term Review**
The terms of the Board Members were reviewed.
- **Charter School Agreement Goals: Financial Performance and Sustainability**
The Board examined the financial performance and sustainability goal and the school is meeting all standards.
- **Action Items**
The statuses of previous assignments were discussed. The action item to review contracts was discussed and an update was provided regarding contract terms and recommendations. The GBOT regarding communication was discussed along with ways for the Board to communicate with the Board, including forums and dashboard surveys.
- **Calendaring**
 - Board Meeting April 15, 2014 at 7:00 PM

ADJOURN

- Richard Bigler made a motion to adjourn the Board Meeting; Sage Ukena seconded. Motion passed unanimously.
Board Meeting adjourned at 9:38 PM.