

**HighMark Charter School
Board of Directors Meeting
Wednesday, April 23, 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), Steve Davis (AW), Ryan Smith (AW), Kara Finley (AW), Alicia Lehman, Jill Jacobson, Melinda Osborne, Yesenia Salgado, Shawn Miehle, AJ Scovoronski

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

7:06 PM – CALL TO ORDER by Bentley McEntire

PUBLIC COMMENT

- Alicia Lehman commented on the cheerleading uniform and the desire to have the color match the other school athletic team jerseys.

CLOSED SESSION TO DISCUSS PERSONNEL

- Blake Petersen made a motion to enter Closed Session to discuss the character, professional competence, or physical or mental health of an individual; Sage Ukena seconded. Motion passed unanimously, the votes were as follows:
 - Bentley McEntire – AYE
 - Richard Bigler – AYE
 - Blake Petersen – AYE
 - Sage Ukena – AYE
 - Denis Petersen – AYE

Entered Closed Session at 7:09 PM.

Alicia Lehman, Jill Jacobson, and Melinda Osborne left at 7:09 PM.

Mary Johnston, Kellie Lopaz, Steve Davis, Ryan Smith, and Kara Finley left at 7:29 PM.

- Blake Petersen made a motion to adjourn the Closed Session; Sage Ukena seconded. Motion passed unanimously, the votes were as follows:
 - Bentley McEntire – AYE

- Richard Bigler – AYE
- Blake Petersen – AYE
- Sage Ukena – AYE
- Denis Petersen – AYE

Adjourned Closed Session at 7:52 PM.

Mary Johnston, Kellie Lopaz, Steve Davis, Ryan Smith, Kara Finley, Alicia Lehman, Jill Jacobson, Melinda Osborne, Yesenia Salgado, Shawn Miehle, and AJ Scovoronski entered at 7:52 PM.

CONSENT ITEMS

- **Board Meeting Minutes**
The Board reviewed the minutes and no changes were needed. Richard Bigler made a motion to approve the March 10, 2014 Board Meeting Minutes; Sage Ukena seconded. Motion passed unanimously.
- **New Hires**
The new hires and their positions at the school were discussed. Blake Petersen made a motion to approve Shayla Castillo and Claire Watkins as New Hires; Denis Petersen seconded. Motion passed unanimously.

REPORTS

- **Budget Report**
Blake Petersen reviewed the budget and the school is in a strong financial position. The reserve funds were discussed as well as the progress of developing next fiscal years budget.
- **Principal Report**
Mary Johnston discussed the state of the school and the status of enrollment for next fall. The Technology Committee's recommended plan was presented, including the purchase of additional mobile labs and the timeline for replacing devices. Thin-client technology and training to support its use will be examined for next year. Kellie Lopaz discussed the athletic program and the ability to join a local district sports program. The Board discussed the variety of sports offered, the organization, and the coordination of efforts. Kellie Lopaz will research the cost of the program and sports schedule further.
Melinda Osborne presented on business integration and how it has been implemented into the classrooms. This year field trips, lesson plans, and activities have centered on business and next year the school will consider curriculum mapping. The vision of business integration was presented along with the desire to potentially have a ninth grade trip.
Mary Johnston reviewed the corporate sponsorship structure and the opportunity for businesses to post vinyl banners for a flat fee for a school year. The accreditation was completed and the results included great compliments with the full report available shortly.

VOTING ITEMS

- **Dress Code Policy**

Mary Johnston proposed changes to the Dress Code Policy. Sage Ukena discussed the placement of the Dress Code on the website and the frequency of free dress days.

Richard Bigler was absent from 8:53 PM to 8:56 PM.

The administration discussed the issues encountered with the current Dress Code and the revisions that could help enforce the policy and maintain a clean looking student body. The Board discussed the expected dress standards as well as the desire to have students in the classroom instead of needing to correct dress code.

Richard Bigler made a motion to approve the Dress Code Policy effective for the 2014-2015 school year with the adjustment of Free Dress Days being held at the discretion of the Director; Blake Petersen seconded. Motion passed with a majority vote, the votes were as follows:

- Bentley McEntire – AYE
- Richard Bigler – AYE
- Blake Petersen – AYE
- Sage Ukena – NAY
- Denis Petersen – AYE

- **Electronic Resources Policy and Rescinded Policies**

Blake Petersen made a motion to approve the Electronic Resources Policy and to rescind the Electronic Device Policy and the Internet Safety Policy; Denis Petersen seconded. Motion passed unanimously.

- **Wish List**

Mary Johnston reviewed the status of the wish list items that have been approved, including the stage curtain and classroom remodel. Additional security cameras have been installed and the potential for putting in a baseball diamond with the help of a donor. The school could consider if additional donors would be willing to contribute to completing the baseball field.

Blake Petersen made a motion to approve the Wish List improvements up to \$145,000 with the addition of a baseball diamond and the creation of a remodel committee composed of Denis Petersen, Sage Ukena, and Mary Johnston; Richard Bigler seconded. Motion passed unanimously.

- **Employment Agreements & Compensation**

Blake Petersen made a motion to approve the Employment Agreements & Compensation as discussed; Richard Bigler seconded. Motion passed unanimously.

- **ETS Mobile Computer Lab Purchase**

The purchase of additional mobile computer labs (COWS) to fit school needs was presented.

Richard Bigler made a motion to approve the ETS Mobile Computer Lab Purchase up to \$28,460; Sage Ukena seconded. Motion passed unanimously.

DISCUSSION ITEMS

- **Year-End Surveys**

The frequency of surveys and the low response rates were discussed. The Board considered the desire to communicate with parents and the ability to receive feedback and respond to parent needs.

- **Action Items**

The Board reviewed action items and added an action item to discuss Board communication. The Athletics Committee was amended to remove Rory Ukena and add Denis Petersen and Kellie Lopaz.

- **Calendaring**

- Board Retreat May 16-17, 2014
- Board Meeting May 19, 2014

ADJOURN

- Richard Bigler made a motion to adjourn the Board Meeting; Sage Ukena seconded. Motion passed unanimously.
Board Meeting adjourned at 10:00 AM.

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MINUTES

7:09 PM – CALL TO ORDER

Closed Session to discuss the character, professional competence, or physical or mental health of an individual.

Mary Johnston, Kellie Lopaz, Steve Davis, Ryan Smith, and Kara Finley left at 7:29 PM.

ADJOURN

- Blake Petersen made a motion to adjourn the Closed Session; Sage Ukena seconded. Motion passed unanimously, the votes were as follows:
 - Bentley McEntire – AYE
 - Richard Bigler – AYE
 - Blake Petersen – AYE
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Adjourned Closed Session at 7:52 PM.

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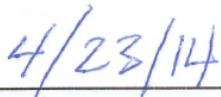
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AFFIDAVIT

This Closed Session was held to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a).



Bentley McEntire, Chair



Date