

**HighMark Charter School
Board of Directors Meeting
Tuesday, November 18, 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), Kelley Lockwood (Assistant Principal), Krystal Dahl (Secretary), Trent Brown (AW), Ryan Smith (AW), Kara Finley (AW), 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

7:01 PM – CALL TO ORDER by Bentley McEntire

CONSENT ITEMS

- **Meeting Minutes**
Sage Ukena made a motion to approve the October 21, 2014 Board Meeting Minutes; Blake Petersen seconded. Motion passed unanimously.

PUBLIC COMMENT

- No public comment was made.

CLOSED SESSION

- Denis Petersen made a motion to enter a 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 7:04 PM.

- Richard Bigler made a motion to adjourn the Closed Session; Blake Petersen

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 7:12 PM.

REPORTS

- **Budget Report**

Blake Petersen reviewed the amended budget based on the October 1 Count and the financial allocations based on student enrollment. The School Land Trust distributions were reviewed.

- **Principal Report**

Krystal Dahl reviewed the marketing plan and research, as well as implementing the strategies. Media outlets has been contacted, assemblies will be done at local schools, and community outreach through events. The yard signs that are being sold will also be a fundraiser for the athletic teams. The timeline for holding assemblies and open houses was discussed as well as the process to get attendance at the open house. The school is continually looking for unique opportunities to reach the students and the local community and is looking to enhance the relationships with other local schools.

Mary Johnston provided an updated on the state of the school. She reviewed the SAGE student assessment scores. She reviewed the areas assessed and the changes being implemented to help students improve. Professional development times are now focusing on rigor and classroom management. There will be a strict focus on grade levels that need additional assistance.

The athletics program, competitiveness, and coaching staff were reviewed. The new sixth grade teacher is helping as the assistant cheer coach. Athletics forms and the constitution will be disseminated to parents.

The administrations met with the South Weber City Mayor and Recorder and have been in open discussions regarding the school zone and local business development. The adjacent properties were discussed, including the retention pond and sidewalks. The HighMark Times newsletter was passed out along with a proposed keynote for middle school students. The landscaper has been performing well and a different company will take care of snow removal.

VOTING ITEMS

- **Holiday Gifts**

Denis Petersen made a motion to approve the Holiday Gifts as discussed; Blake Petersen seconded. Motion passed unanimously.

- **2014-2015 Amended Budget**

Blake Petersen made a motion to approve the 2014-2015 Amended Budget with all Trust Land funds allocated toward computer equipment; Richard Bigler seconded.

- Motion passed unanimously.
- **Tuition Reimbursement Policy**
Mary Johnston reviewed the proposed policy, the teachers that would be able to get assistance, and the requirements to qualify for tuition reimbursement.
Sage Ukena made a motion to approve the Tuition Reimbursement Policy; Denis Petersen seconded. Motion passed unanimously.
 - **Pest Management Policy**
Mary Johnston reviewed the proposed policy and the approach to pest control.
Sage Ukena made a motion to approve the Pest Management Policy; Blake Petersen seconded. Motion passed unanimously.
 - **2015-2016 Calendar**
Mary Johnston reviewed the calendar, the alignment to the local school districts, and holiday break schedules. The calendar was tabled to the January Board Meeting.

DISCUSSION ITEMS

- **Charter School Agreement Goals**
The Student Attendance and Re-Enrollment goals were reviewed and the percentages will be released by the state this winter.
- **Action Items**
The Board is current on action items.
- **Calendaring**
An electronic meeting will be scheduled shortly to discuss benefit options.
The holiday social was scheduled and there will not be a Mid-Year Retreat.
The next Board Meeting will be on January 26, 2014 at 7:00 PM and February 23, 2014.

ADJOURN

- Richard Bigler made a motion to adjourn the Board Meeting; Sage Ukena seconded.
Motion passed unanimously.
Board Meeting adjourned at 8:40 PM.

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Others in Attendance: Kara Finley (AW)

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MINUTES

7:04 PM – CALL TO ORDER by Bentley McEntire

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

ADJOURN

- Richard Bigler made a motion to adjourn the Closed Session; Blake Petersen 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 7:12 PM.

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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