

**HighMark Charter School**  
Board Meeting Minutes  
Monday, May 20, 2013



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

**In Attendance:** Robert Osborne, Sage Ukena, Blake Petersen, Bentley McEntire

**Excused:** Richard Bigler

**Others in Attendance:** Kent Fuller (Principal), Melinda Osborne (Business Integration Specialist), Gabe Clark (AW), Kara Finley (AW), Katie Poland, Heather Ferguson, Shawn Miehle, AJ Scovoronski, Amber Chipman, Sandra Davies, Tina Cannon, Todd Evans, Lisa Evans

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

7:03 PM – CALL TO ORDER

### CONSENT ITEMS

❖ **Board Meeting & Closed Session Minutes**

Sage Ukena made a motion to approve the April 15, 2013 Board Meeting & Closed Session Minutes and the May 13, 2013 Board Meeting & Closed Session Minutes; Blake Petersen seconded the motion. Motion passed unanimously.

❖ **New Hires**

Kent Fuller reviewed the new hires and the positions that they have been offered for the upcoming school year. The process for hiring teachers was reviewing including screening applicants and interviewing candidates.

Blake Petersen made a motion to approve James Soter, Cathy Linford, and Calista Budrow as New Hires; Bentley McEntire seconded the motion. Motion passed unanimously.

### PUBLIC COMMENT

❖ The following individuals made a public comment:

- Amber Chipman
- Sandra Davies

### REPORTS

❖ **PTSO Report**

No PTSO Report was provided.

❖ **Budget Report**

Blake Petersen updated the Board on the status of the budget, including the restraints on the budget due to the loss of Title I Funding. The USDA loan has been approved by Utah headquarters and is waiting at the national headquarters for approval.

❖ **Principal Report**

Melinda Osborne reported on Lemonade Day, which went well, and they are going to be looking for feedback on the program and how to improve it for next year. The Junior Achievement Days went well and received positive feedback on the program. The visit to JA City was a lot of work for the students but yielded great results.

Kent Fuller provided an update to the Board on the status of the school. Kent Fuller discussed that the Junior High elective offerings are being reviewed and the school is looking at incorporating a block schedule next year. The enrollment numbers for next year were reviewed, including when the next lottery will take place. After school programs and their incorporation were reviewed.

**VOTING ITEMS**

❖ **Speech Therapy Services Contract**

Kent Fuller reviewed the therapy services that have been provided this year and how the students have progressed. Katie Poland and Heather Ferguson discussed the parent trainings that were held along with the number of students being served. The Board discussed when the services are being offered and how the services are scheduled. Tina Cannon discussed IEP's and how they are established for the best needs of the student. Bentley McEntire made a motion to approve the Renewal Contract for Speech Therapy Services with Something to Talk About, LLC; Blake Petersen seconded the motion. Motion passed unanimously.

❖ **Bullying & Hazing Policy**

Gabe Clark reviewed the updates to the policy due to legislative changes. Sage Ukena made a motion to approve the revised Bullying and Hazing Policy; Blake Petersen seconded the motion. Motion passed unanimously.

❖ **Amend 2013-2014 School Fees**

Sage Ukena reviewed the fee schedule for the 2013-2014 school year and the need to increase a few sports to accommodate for the increased cost of referee fees. Athletics fundraising may take place for next year and the activities went well this first year.

Blake Petersen made a motion to approve the revised 2013-2014 School Fee Schedule, which includes increases to the basketball, volleyball, and soccer fees; Bentley McEntire seconded the motion. Motion passed unanimously.

**DISCUSSION ITEMS**

❖ **Survey Results**

Bentley McEntire provided an overview on the parent and staff satisfaction surveys. There wasn't a significant change in measures but there was a drop in survey participation. Areas that increased and areas that decreased were reviewed along with comments. The May 2013 survey was compared to the December 2012 survey to measure progress and see areas that need additional consideration.

❖ **Action Item Review**

Robert Osborne reviewed the action items and their status.

❖ **Calendaring**

- Summer Retreat May 31 – June 1, 2013

- Annual Board Meeting June 17, 2013

#### **PUBLIC COMMENT**

- ❖ The following individuals made a public comment:
  - Todd Evans by email
  - Shawn Miehke
  - AJ Scovoronski

#### **CLOSED SESSION TO DISCUSS PERSONNEL**

- ❖ Blake 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 the motion. Motion passed unanimously, the votes were as follows:
  - Robert Osborne – AYE
  - Sage Ukena – AYE
  - Blake Petersen – AYE
  - Bentley McEntire – AYE

Entered Closed Session at 8:32 PM.

Kent Fuller was excused from 8:54 PM to 9:10 PM.

Kent Fuller was excused at 9:22 PM.

#### **ADJOURN**

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

Adjourned Board Meeting and Closed Session at 9:38 PM.

**HighMark Charter School**  
Closed Session Minutes  
Monday, May 20, 2013



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

**In Attendance:** Robert Osborne, Sage Ukena, Blake Petersen, Bentley McEntire

**Excused:** Richard Bigler

**Others in Attendance:** Kent Fuller (Principal), Gabe Clark (AW), Kara Finley (AW)

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

### 8:32 PM – CALL TO ORDER by Robert Osborne

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

Kent Fuller was excused from 8:54 PM to 9:10 PM.

Kent Fuller was excused at 9:22 PM.

### ADJOURN

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

Adjourned Board Meeting and Closed Session at 9:38 PM.