

**HighMark Charter School
Board of Directors Meeting
June 2, 2018**

Location: 3000 Canyons Resort Dr.
Park City, UT 84098



In attendance: Richard Bigler, Blake Petersen, Bentley McEntire, Denis Petersen, Lori Drake
Others in attendance: Mary Johnston, Krystal Taylor, Kim Dohrer, Ryan Smith

MINUTES

8:06 AM –CALL TO ORDER by Richard Bigler

REPORTS

- Budget Report

Ryan Smith and Blake Petersen presented the current budget numbers. The budget operated on track and healthy throughout the 2017/2018 School Year.

- State of the School Report

Mary Johnston reviewed the 2018 summer projects including the construction on the addition. Baffles in the common/lunch area have been installed. A deep cleaning of windows will take place over the summer. There will be a new administrator Shawn Miehle who will move into the third office space. Mary reviewed other classroom placements for teachers and the special education program.

GOVERNANCE

- Open and Public Meetings Act Training

The Board completed the annual training for the Open and Public Meetings Act. Kim Dohrer provided the training and answered questions from the Board.

At 9:43 PM the board took a break.

At 10:30 the Board returned from break.

STRATEGIC PLAN

The Board reviewed a strategic plan and outlined goals through the 2021-2022 school year. These goals include teacher retention, adequate space for students, wait list numbers, and financial goals.

CONSENT ITEMS

- Approve March 19, 2018 Board Meeting Minutes and Closed Session Affidavit
- Approve May 7, 2018 Board Meeting Minutes
- New Hires

Bentley McEntire made a motion to approve the above consent items. Blake Petersen seconded the motion. Voting was unanimous and the motion passed.

VOTING ITEMS

- Revised Dress Code Policy

Item tabled, no action was taken.

- Maturation Curriculum

Lori Drake made a motion to approve the maturation curriculum. Bentley McEntire seconded the motion. Voting was unanimous and the motion passed.

- Summer Purchases

Denis Petersen made a motion to approve the summer purchases and described by Mary Johnston and outlined in the board packet. Bentley McEntire seconded the motion. Voting was unanimous and the motion passed.

- Eide Bailey Engagement Letter

Blake Petersen made a motion to approve the Eide Bailey Engagement Letters. Bentley McEntire seconded the motion. Voting was unanimous and the motion passed.

- PTIF Resolution

Bentley McEntire made a motion to approve the PTIF Resolution to include Brad Taylor, Ryan Smith, Richard Bigler and Blake Petersen. Denis Petersen seconded the motion. Voting was unanimous and the motion passed.

- 2017/2018 Amended Budget

- 2018/2019 Budget

Blake Petersen made a motion to approve the 2017/2018 Amended Budget and the proposed budget for the 2018/2019 Budget. Lori Drake seconded the motion. Voting was unanimous and the motion passed.

- Construction Contract

Denis Petersen made a motion to approve the construction contract with the use of an e-signature Blake Petersen seconded. Voting was unanimous and the motion passed.

- HighMark Honorees and Special Recognition

Blake Petersen made a motion to approve Kim Dohrer as a HighMark Honoree. Lori Drake seconded the motion. Voting was unanimous and the motion passed.

- Board Member Terms & Elected Offices

Lori Drake will take the place of Blake Petersen on the Director Evaluation Committee. Mary Johnston and Denis Petersen will serve on the Facilities Committee.

Bentley McEntire made a motion to approve Blake Petersen and Denis Petersen for new 4 year terms and to keep elected offices as is. Lori Drake seconded the motion.

- Principal Employment Agreement and Compensation

CLOSED SESSION—To discuss an individual’s character, professional competence, or physical or mental health.

At 12:21 PM Denis Petersen made a motion to move into closed session to be held in room 3810 of the Westgate Resort in Park City. Blake Petersen seconded the motion. Voting as follows: Denis Petersen, Aye; Bentley McEntire, Aye; Blake Petersen, Aye; Richard Bigler, Aye; Lori Drake, Aye. Voting was unanimous and the motion passed.

Bentley Made a motion to move out of closed session. Blake Petersen seconded the motion.

Denis Petersen made a motion to approve the Principal Employment Agreement and Compensation as discussed in closed session. Blake Petersen seconded the motion. Voting was unanimous and the motion passed.

DISCUSSION ITEMS

- Review Student Conduct and Discipline Policy
- Action Items
- Calendaring

The board reviewed portions of the student conduct and discipline policy and how behavior situations are handled. The annual board meeting calendar was set and will be posted to the school website and the public meeting notice website.

ADJOURN

At 1:28 PM Bentley McEntire made a motion to adjourn Lori Drake seconded. Voting was unanimous and the motion passed.

**HighMark Charter School
Board of Directors Closed Session
June 2, 2018**



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

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.

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).

A handwritten signature in black ink, appearing to read 'Richard Bigler', is written over a horizontal line.

Richard Bigler, Chair

June 2, 2018
Date