

# HighMark Charter School Board of Directors Meeting

**Date:** August 21, 2023

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

**In Attendance:** Richard Bigler, Blake Petersen, Rory Ukena, Lori Drake

**Others In Attendance:** Shawn Miehke, Krystal Taylor, Ryan Smith, Janey Stoddard, Kim McVey



## MINUTES

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### CALL TO ORDER

Richard Bigler called the meeting to order at 7:00PM.

### REPORTS

- Principal's Report  
Shawn Miehke provided the director's report. This included projects that had been completed, the offering of new SOAR classes. HighMark is set to host its Cognia accreditation engagement review during this school year. He also reported that they are offering new classes at the Jr High including Strength and Conditioning, French, Exploring Technology, and Creative Coding. A weight room project was something new for this year. There are plans to make more space for an additional kitchen warmer for lunch services.
- Budget Report  
Blake Petersen expressed good news that the expansion loans have been paid off. Furniture purchases will be completed this year, and carpeting will be pushed back one year.

### CONSENT ITEMS

- May 27, 2023 Board Meeting and Closed Session Minutes
- June 7, 2023 Board Meeting and Closed Session Minutes
- Ratify New Hires  
Shawn Miehke provided names and positions for new hires.  
*Richard Bigler made a motion to approve the May 27, 2023 Board Meeting and Closed Session Minutes; June 7, 2023 Board Meeting and Closed Session Minutes with the corrections outlined by Blake Petersen; and to ratify the new hires as discussed. Lori Drake seconded. Motion passed unanimously. Votes were as follows: Richard Bigler, Aye; Blake Petersen, Aye; Rory Ukena, Aye; Lori Drake, Aye.*

### VOTING ITEMS AND DISCUSSION ITEMS

- Early Learning Plan  
Shawn Miehke provided and explanation of the Early Learning Plan. This plan includes math and language arts goals. It also includes strategies to accomplish these goals. Grade 2 has a three-year average to maintain at or above state average. This plan was preapproved by the state. The board received a copy of this in their

- documentation packet.
- Special Education Policies & Procedures Manual  
This was updated according to the laws in the new legislative session. This plan was reviewed and approved by the administration. The board received redlined version of this in their packet.
- Special Education Services Agreement  
Shaw Miehlike discussed the need for Special Education services. These services will help support the special ed specialists they have on staff.
- Policies to Review
  - Bullying and Hazing Policy
  - Fee Waiver Policy

The board reviewed the amendments to the Bullying and Hazing Policy, and the Fee Waiver Policy. The changes will ensure the policies are in compliance with the law from the last legislative session. The board received relined copies in their documentation packet.

*Blake Petersen made a motion to approve the Early Learning Plan; Special Education Policies & Procedures Manual; Special Education Services Agreement; the amended Bullying and Hazing Policy, and the amended Fee Waiver Policy. Rory Ukena seconded. Motion passed unanimously. Votes were as follows: Richard Bigler, Aye; Blake Petersen, Aye; Rory Ukena, Aye; Lori Drake, Aye.*

- Gym AV Purchase  
The board discussed the purchase of a new AV system for the gym. Concerns were raised that the cabinets need to be in a secure area where out of reach. The board hopes that this purchase will be sufficient and not need replacing within the next few years.  
*Richard Bigler made a motion to approve the Gym AV Purchase up to \$12,000. Rory Ukena seconded. Motion passed unanimously. Votes were as follows: Richard Bigler, Aye; Blake Petersen, Aye; Rory Ukena, Aye; Lori Drake, Aye.*

**CLOSED SESSION-** to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a).

*At 8:06PM Rory Ukena made a motion to move into closed session to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a), located at HighMark Charter School. Blake Petersen seconded. Votes were as follows: Richard Bigler, Aye; Blake Petersen, Aye; Rory Ukena, Aye; Lori Drake, Aye. Motion passed unanimously.*

At 8:40PM Rory Ukena made a motion to move out of closed session. Blake Petersen seconded. Motion passed unanimously. Votes were as follows: Richard Bigler, Aye; Blake Petersen, Aye; Rory Ukena, Aye; Lori Drake, Aye.

**VOTING AND DISCUSSION ITEMS**

- Board Member Terms & Applications  
Item tabled.

**ADJOURN**

At 8:40PM Blake Petersen made a motion to adjourn. Rory Ukena seconded. Motion passed unanimously. Votes were as follows: Richard Bigler, Aye; Blake Petersen, Aye; Rory Ukena, Aye; Lori Drake, Aye.

**HighMark Charter School  
Board of Directors Closed Session**

**Meeting Date:** August 21, 2023

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



**CLOSED SESSION SWORN STATEMENT:**

At a duly noticed public meeting held on the date listed above, the board of directors for HighMark Charter School entered into a closed session for the sole purpose of discussing the character, professional competence, or physical or mental health of an individual in accordance with Utah Code Ann. 52-4-2(1)(a).

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.

Signed on the 21<sup>st</sup> day of August, 2023, at 2467 E. South Weber Drive South Weber, UT 84405.

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

Richard Bigler, Board Chair