

**HighMark Charter School**  
**Board of Directors Meeting**  
**Date:** September 10, 2025  
**Time:** 12:00PM  
**Location:** Via Conference Call (801) 928-7660



*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.*

## **AGENDA**

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### **CALL TO ORDER**

### **VOTING AND DISCUSSION ITEMS**

- LEA Specific Licenses
- Point Load Construction Invoices

### **CALENDARING**

- Next Board Meeting—October 20, 2025

### **ADJOURN**



September 10, 2025

Dear Superintendent,

The HighMark Charter School Board approved LEA-Specific educator licenses to **four** (4) individuals in a public meeting held on **September 10, 2025**. The license areas, and endorsements shall be valid for three (3) academic years as indicated on the attached spreadsheet which contains the associated educator information and rationale for the request. All LEA-Specific licenses will expire on June 30th of the final academic year approved.

HighMark Charter School Board of Directors' following assurances:

- The LEA has adopted a policy, in accordance with [R277-301-7](#), to prepare and support educators with an LEA-Specific license. This policy is posted online at [https://hmcharterschool.org/about\\_highmark](https://hmcharterschool.org/about_highmark).
- The educator has completed a criminal background check in accordance with Rule R277-214 and continued monitoring in accordance with Subsection 53G-11-403(1).
- The LEA will provide requisite training (educator ethics, classroom management/instruction, special education law/instruction, & Utah Effective Teaching Standards) within the 1st year of employment.
- The educators will complete the USBE Ethics Review within one (1) calendar year prior to being issued the license.
- The LEA will post all educator data, including assignments, in CACTUS no later than sixty (60) days following the date of the public governing board meeting approving the license area(s) and/or endorsement(s).
- Each LEA school employing an individual with an LEA-Specific license will prominently post the following on the school's website:
  - Disclosure that the school employs individuals holding an LEA-Specific educator license, license areas, and/or endorsements.
  - An explanation of the types of educator licenses issued by USBE (Professional, Associate, LEA-Specific): "The following **designations or levels** apply to educator licenses, license areas (i.e.- elementary, secondary, special education), and content endorsements (i.e.- mathematics, music, Spanish, social studies):
    - **Professional:** The educator has completed an educator preparation program that includes content and pedagogical knowledge. This program may have been completed at a university or in an alternate pathway that



was supported by school districts/charters and the Utah State Board of Education.

- **Associate:** The educator is currently completing an educator preparation program but has not yet completed all requirements for a Professional Educator License, license area, or endorsement. The educator is enrolled in a university-based or Local Education Agency (LEA)-based program. When the educator completes the program, they will have a professional level.
- **LEA-Specific:** The educator has not completed an educator preparation and is not currently enrolled in one.”
- Percentage (based on FTE) of types of licenses, license areas, and endorsements held by educators employed in the school.
- A link to the [Utah Educator Look-up Tool](#).

The **HighMark Charter School Board of Directors** additionally acknowledges that LEA-Specific educator licenses, license areas, or endorsements may be renewed by the Utah State Board of Education (USBE). These renewals will be approved or denied on a case-by-case basis.

Sincerely,

A handwritten signature in black ink, appearing to read "Richard Bigler".

Richard Bigler  
LEA Governing Body Chairperson

		Is this a RENEWAL Request from SY25- 26? (Y/N)					
Last Name	First Name		License Area 1	Endorsement 1	Endorsement 2	Endorsement 3	Rational/Motions
<i>Example</i>	<i>Educator</i>	<i>N</i>	<i>Secondary</i>	<i>Math Level 3</i>	<i>Chemistry</i>		<i>Educator is enrolling in EPP Fall 2021</i>
Davis	Jennifer	Y		Technology			Looking into options to obtain the endorsement.
Marberger	Kristen	Y		Food & Consumer Sciences Comprehensive			Wrong endorsement was applied for, needs to get this one approved
Miehlke	Veronica	Y	Secondary	Visual Art (K-12)			Looking into options to obtain the license and endorsement.
Taylor	Zachary	N		Visual Art (K-12)	Business and Marketing Comprehensive		Looking into options to obtain the endorsements.

[illegible]

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