

**MOUNTAIN HEIGHTS ACADEMY
BOARD OF TRUSTEES MEETING**



Date: August 29, 2025

Location: 9067 S 1300 W #204, West Jordan, UT 84088

In Attendance: Kari Malkovich, Jen Robison, Wade Glathar

Others In Attendance: DeLaina Tonks, Gabe Clark, Cathie Hurst, Krystal Taylor, Priscilla Stringfellow

Excused: Royce Kimmons, Quinn Sutton

MINUTES

CALL TO ORDER

Kari Malkovich called the meeting to order at 11:37AM.

PUBLIC COMMENT

There were no public comments.

CONSENT ITEMS

- June 20, 2025 Board Meeting and Closed Session Minutes
Jen Robison made a motion to approve the June 20, 2025 Board Meeting and Closed Session Minutes. Wade Glathar seconded. Motion was unanimous. Votes were as follows: Kari Malkovich, Aye; Jen Robison, Aye; Wade Glathar, Aye.

REPORTS

- Director Report
 - Marketing Report
Highlights from the Executive Director's Report included a successful start to the school year with student orientation, staff professional development, and recognition as a certified Kindness School. Enrollment continues to grow, particularly in SOEP, with over 1,600 students enrolled for 2025–26, supported by onboarding of new teachers, counselors, and staff. Strategic plan progress includes launching student academic portfolios, expanding family and community engagement through service learning and events, and strengthening MHA's leadership role in digital education and open educational resources, including national and global presentations.
- Finance Report
Cathie Hurst provided an overview of the ongoing efforts for the audit. Accounting at AW Services has been working closely with the external auditors from Eide Bailley as they test controls and complete the audit.

VOTING AND DISCUSSION ITEMS

- Award IT RFP
The Evaluation Committee, consisting of Whisper Rood, Ann Meeks, and DeLaina Tonks, reviewed the proposal submitted by Eminent Technical Solutions (ETS) in response to the school's RFP for IT Services. ETS was the sole bidder, received a perfect score of 100 points, and was found to meet all qualifications with reasonable pricing and strong past

performance. The Committee recommends awarding ETS the IT Services contract for a five-year term.

Wade Glathar made a motion to award the IT RFP to Eminent Technical Solutions. Jen Robison seconded. Motion was unanimous. Votes were as follows: Kari Malkovich, Aye; Jen Robison, Aye; Wade Glathar, Aye.

- Genius SIS Purchase

The Genius SIS system connects to the learning management system. Genius helps to track student progress in a more consumable format.

Jen Robison made a motion to approve the Genius SIS purchase. Wade Glathar seconded. Motion was unanimous. Votes were as follows: Kari Malkovich, Aye; Jen Robison, Aye; Wade Glathar, Aye.

- Asset Refresh Purchases

A request was made for an additional \$100,000 investment in marketing creative to update outdated assets and improve brand relevance. The refreshed creative will modernize the school's look across platforms, support the launch of a TikTok channel, and boost engagement through more compelling social content. This investment is intended to strengthen competitiveness in the digital space and appeal to current and prospective audiences.

Wade Glathar made a motion to approve the Asset Refresh Purchases up to \$100,000. Jen Robison seconded. Motion was unanimous. Votes were as follows: Kari Malkovich, Aye; Jen Robison, Aye; Wade Glathar, Aye.

- Annual Policies

- Re-Approve Fee Waiver Policy

The Fee Waiver policy is annually reviewed for re-approval. At current, Mountain Heights Academy does not charge student fees.

Jen Robison made a motion to re-approve the Fee Waiver Policy. Wade Glathar seconded. Motion was unanimous. Votes were as follows: Kari Malkovich, Aye; Jen Robison, Aye; Wade Glathar, Aye.

- Amended Responsible Use for Technology Resources Policy

- Amended Child Abuse and Neglect Reporting Policy

Updates were presented to the Responsible Use for Technology Resources Policy to comply with SB 178. Revisions were also made to the Child Abuse and Neglect Reporting Policy to align with Utah law and USBE rule, clarify reporting requirements, and incorporate new training mandates from HB 40.

Wade Glathar made a motion to approve the amended Responsible Use for Technology Resources Policy. Jen Robison seconded. Motion was unanimous. Votes were as follows: Kari Malkovich, Aye; Jen Robison, Aye; Wade Glathar, Aye.

Jen Robison made a motion approve the amended Child Abuse and Neglect Reporting Policy. Wade Glathar seconded. Motion was unanimous. Votes were as follows: Kari

Malkovich, Aye; Jen Robison, Aye; Wade Glathar, Aye.

CALENDARING

- Board Meetings
 - Next meeting: October 24, 2025
The next board meeting will begin at 10:00AM consisting of a work session, followed by a board meeting at 11:30AM.
 - Date change: February 27, 2025
 - September 22nd Back to School Carnival at Murray Park

ADJOURN

At 12:34 PM Jen Robison made a motion to adjourn. Wade Glathar seconded. Motion was unanimous. Votes were as follows: Kari Malkovich, Aye; Jen Robison, Aye; Wade Glathar, Aye.