

MOUNTAIN HEIGHTS ACADEMY
BOARD OF TRUSTEES
MEETING MINUTES

9067 S. 1300 W. #204; West Jordan, UT 84088



Monday, December 1, 2014

ATTENDANCE

Board Meeting called to order at 4:06 PM by Kelley Broadbent.

In Attendance: Jen Christensen, Kelley Broadbent, Bart Barker (phone), Deidre Henderson (phone), David Wiley (phone), Gwendolyn Smith (phone)

Others in Attendance: DeLaina Tonks (Director), Emily Anderson (Assistant Director), Steve Davis (AW), Gavin Hutchinson (AW), Kara Finley (AW)

CONSENT ITEMS

Board Meeting Minutes

Gwendolyn Smith made a motion to approve the October 6, 2014 Board Meeting Minutes; Bart Barker seconded. Motion passed unanimously.

New Hires

DeLaina Tonks reviewed the three individuals who have been hired and their job roles.

Jen Christensen made a motion to approve the following new hires: Kristin Hilman, Julie Stoker, and Carmen Weirick; Davide Wiley seconded. Motion passed unanimously.

VOTING ITEMS

FERPA Policy and Human Sexuality Instruction Policy Updates

Jen Christensen and Kara Finley discussed the updates to the FERPA Policy and Human Sexuality Instruction Policy to ensure consistency with state law and updating suicide prevention and the process for approving curriculum.

Deidre Henderson made a motion to approve the FERPA Policy and the Human Sexuality Instruction Policy with the discussed change; Gwendolyn Smith seconded. Motion passed unanimously.

OER Champions Academy Proposal

DeLaina Tonks presented the OER Champions Academy Proposal. She related it to the Board's Strategic Plan and how to spread the OER vision. The proposal covers the goals, vision, and funding sources of the academy.

David Wiley made a motion to approve the OER Champions Academy Proposal; Gwendolyn Smith seconded. Motion passed unanimously.

Office Space Expansion Amendment

The expansion amendment for the Office Space Lease was discussed by DeLaina Tonks. The additional cost per month was presented and it will provide four more offices and another reception area. The budget can handle the increased cost of office space and allows for flexibility.

Bart Barker made a motion to approve the Office Space Expansion Amendment; Deidre Henderson seconded. Motion passed unanimously.

DISCUSSION ITEMS

Marketing Plan Budget Increase Impact Review and Retention Goals

DeLaina Tonks is looking into a tiered pricing structure and has provided the Board with the Strategic Communications Plan. The research-based approach from last year was very successful and next year approaches include networking and a refreshed campaign.

Open Entry/Open Exit Course Suggestions

Emily Anderson updated the Board on the implementation of the open entry/open entry courses including adding a pacing guide and check-ins.

Strategic Plan Review: Outreach and OER Goals

Jen Christensen reviewed the goal and the Board is satisfied with the progress.

School Fees

DeLaina Tonks reviewed the rationale for school fees, how it provides a commitment to the students as well as accountability for those using the school technology. The Board Members philosophies on charging fees and the impact on the budget were considered.

David Wiley was excused at 4:43 PM.

REPORTS

Finance Committee Report

Bart Barker reviewed the budget and thanked DeLaina Tonks and Gavin Hutchinson for their diligent oversight of school financials.

Director Report

DeLaina Tonks reviewed the status of the school, including adding additional students for the second semester. ADM funding for next year and enrollment projections were discussed. UCN sent back a discounted invoice and the school hosted international visitors. The annual report is being sent to the printers and will be ready for dissemination next month. SAGE scores were reviewed in comparison to the other online charter schools and local charter schools and the school recognize the need to implement strategies to increase results on the assessment.

PUBLIC COMMENT

No public comments were made.

CALENDAR ITEMS

Board Meeting Conference Call January 6, 2015 at 4:00 PM.

ADJOURN

Bart Barker made a motion to adjourn the Board Meeting; Deidre Henderson seconded. Motion passed unanimously.

Board Meeting adjourned at 5:02 PM.