

HighMark Charter School

Board of Directors Meeting

Date: November 19, 2025

Location: (801) 928-7660

In Attendance: Richard Bigler, Lori Drake, Rory Ukena

Others In Attendance: Shawn Miehlke, Kim McVey, Krystal Taylor

Excused: Blake Petersen



MINUTES

CALL TO ORDER

Richard Bigler called the meeting to order at 11:01 AM.

CONSENT ITEMS

- September 10, 2025 Board Meeting Minutes
 - October 20, 2025 Board Meeting and Closed Session Minutes
- Richard Bigler made a motion to approve the September 10, 2025 board meeting minutes and the October 20, 2025 board meeting and closed session minutes. Lori Drake seconded. Motion passed unanimously. Votes were as follows: Richard Bigler, Aye; Lori Drake, Aye; Rory Ukena, Aye.*

VOTING & DISCUSSION ITEMS

- 2026/2027 School Year Calendar
The 2026/2027 school year calendar has been reviewed to meet all state requirements.
Lori Drake made a motion to approve the 2026/2027 school year calendar. Rory Ukena seconded. Motion passed unanimously. Votes were as follows: Richard Bigler, Aye; Lori Drake, Aye; Rory Ukena, Aye.
- Advanced Electrical Bid
Two bids were received for the Highmark lighting project from Alder Electric and Advanced Electric. Both vendors have strong experience with similar work. Advanced Electric confirmed their bid includes hauling and disposing of old lights and detailed their plan for protecting the gym's wood floor. Alder's bid does not include disposal and includes fewer emergency lights. Pricing favors Advanced Electric at \$11,865 compared to Alder at \$12,650. Timing will be coordinated to ensure the project takes place over the school's winter break.

Lori Drake made a motion to approve Advanced Electric Bid for up to \$12,000. Rory Ukena seconded. Motion passed unanimously. Votes were as follows: Richard Bigler, Aye; Lori Drake, Aye; Rory Ukena, Aye.

CALENDARING

- Holiday Social December 9th, 2025 at 6:00 PM
 - The Roof: 15 E S Temple St 10th floor, Salt Lake City, UT 84150

ADJOURN

At 11:12 AM Richard Bigler made a motion to adjourn. Rory Ukena seconded. Motion passed unanimously. Votes were as follows: Richard Bigler, Aye; Lori Drake, Aye; Rory Ukena, Aye.