

**MOUNTAIN HEIGHTS ACADEMY
BOARD OF TRUSTEES MEETING**

Date: October 23, 2026

Location: <https://us02web.zoom.us/j/86171029221>

In Attendance: Kari Malkovich, Jen Robison, Royce Kimmons, Kara Finley, Wade Glathar

Excused Board Members: None

Others In Attendance: DeLaina Tonks, Hannah Dorius, Priscilla Stringfellow, Gabe Clark, Cathie Hurst, Steve Davis



MINUTES

CALL TO ORDER

Kari Malkovich called the meeting to order at 11:33AM.

PUBLIC COMMENT

- There was no public comment.

STUDENT AWARDS

Students won the Innovative Leadership Award at the 2026 USU Leadership Conference. The students presented their experience at the conference and shared their main takeaways with the board.

The students left the meeting at 11:50AM.

CONSENT ITEMS

- 09.04.2026 Board Meeting and Closed Session Minutes
This item was tabled.

CLOSED SESSION – to discuss pending or reasonably imminent litigation pursuant to Utah Code 52-4-205(1)(c).

At 11:51AM Royce Kimmons made a motion to convene in closed session to discuss pending or reasonably imminent litigation pursuant to Utah Code 52-4-205(1)(c), during an electronic board meeting. Jen Robison seconded. Motion passed unanimously. Votes were as follows: Kari Malkovich, Aye; Kara Finley, Aye; Royce Kimmons, Aye; Jen Robison, Aye; Wade Glathar, Aye.

Priscilla Stringfellow joined the meeting at 12:03PM.

At 12:04PM Jen Robison made a motion to leave the closed session and re-enter the general meeting. Wade Glathar seconded. Motion passed unanimously. Votes were as follows: Kari Malkovich, Aye; Kara Finley, Aye; Royce Kimmons, Aye; Jen Robison, Aye; Wade Glathar, Aye.

VOTING AND DISCUSSION ITEMS

- Settlement Agreement
This item was discussed in closed session.

Kara Finley made a motion to approve the Settlement Agreement as presented. Wade Glathar seconded. Motion passed unanimously. *Votes were as follows: Kari Malkovich, Aye; Kara Finley, Aye; Royce Kimmons, Aye; Jen Robison, Aye; Wade Glathar, Aye.*

- Wikipedia Consultant
This item was tabled.

- DC Seminar Invoice
Fourteen students and three advisors will travel to Washington, D.C. next summer to attend a seminar. The invoice is for up to \$48,962.

Jen Robison made a motion to approve the DC Seminar Invoice up to \$48,962. Royce Kimmons seconded. Motion passed unanimously. *Votes were as follows: Kari Malkovich, Aye; Kara Finley, Aye; Royce Kimmons, Aye; Jen Robison, Aye; Wade Glathar, Aye.*

- Intrepid Addendum
Dr. Tonks presented an addendum to the Intrepid contract. Mountain Heights Academy is in year five of a five-year contract with Intrepid, the school's marketing and PR firm. Due to cost-of-living increases, Intrepid has raised its hourly rates, increasing the annual total.

Wade Glathar made a motion to approve the Intrepid Addendum. Kara Finley seconded. Motion passed unanimously. *Votes were as follows: Kari Malkovich, Aye; Kara Finley, Aye; Royce Kimmons, Aye; Jen Robison, Aye; Wade Glathar, Aye.*

- 2028-2029 School Year Calendar
The 2028-2029 school calendar has been created, reviewed, and internally approved. Having the calendar available this far in advance assists staff with planning.

Kara Finley made a motion to approve the 2028-2029 School Year Calendar. Jen Robison seconded. Motion passed unanimously. *Votes were as follows: Kari Malkovich, Aye; Kara Finley, Aye; Royce Kimmons, Aye; Jen Robison, Aye; Wade Glathar, Aye.*

- Insurance Purchase
The board reviewed payment of the premium for the school's 2026-2027 insurance coverage through State Risk Management. The renewal premium is \$15,230 for liability and \$690 for property.

Kara Finley made a motion to approve the Insurance Purchase. Wade Glathar seconded. Motion passed unanimously. *Votes were as follows: Kari Malkovich, Aye; Kara Finley, Aye; Royce Kimmons, Aye; Jen Robison, Aye; Wade Glathar, Aye.*

- Tuition Reimbursement

Dr. Tonks presented a tuition reimbursement request from Julie Crisp, a math teacher pursuing a Master's of Education at WGU.

Jen Robison made a motion to approve the Tuition Reimbursement for Julie Crisp. Kara Finley seconded. Motion passed unanimously. *Votes were as follows: Kari Malkovich, Aye; Kara Finley, Aye; Royce Kimmons, Aye; Jen Robison, Aye; Wade Glathar, Aye.*

- Genius Invoice

Genius SIS is the school's student information system, which connects with the school's learning management system and tracks student progress. The fall invoice is based on the October 1 count of 940 full-time students, for a total of \$24,716.64.

Wade Glathar made a motion to approve the Genius SIS invoice. Kara Finley seconded. Motion passed unanimously. *Votes were as follows: Kari Malkovich, Aye; Kara Finley, Aye; Royce Kimmons, Aye; Jen Robison, Aye; Wade Glathar, Aye.*

- Policies

- School Land Trust Election Procedures

Gabe Clark presented amendments to the School Land Trust Election Procedures, which address the composition of the School Land Trust Committee and its election procedures.

Jen Robison made a motion to approve the amended School Land Trust Election Procedures. Kara Finley seconded. Motion passed unanimously. *Votes were as follows: Kari Malkovich, Aye; Kara Finley, Aye; Royce Kimmons, Aye; Jen Robison, Aye; Wade Glathar, Aye.*

- Tuition Reimbursement Policy

The Tuition Reimbursement Policy is revised to address part-time staff. The amendment limits tuition reimbursement to employees at 0.5 FTE or above and prorates the reimbursement amount by the employee's FTE.

Kara Finley made a motion to approve the amended Tuition Reimbursement Policy. Royce Kimmons seconded. Motion passed unanimously. *Votes were as follows: Kari Malkovich, Aye; Kara Finley, Aye; Royce Kimmons, Aye; Jen Robison, Aye; Wade Glathar, Aye.*

- Attendance Policy

Gabe Clark presented amendments to the Attendance Policy. The revisions update the definition of a valid excuse, allow attendance to count for up to 20% of a student's final course grade in grades 7–12, and revise related definitions, including chronic absenteeism. The board must now annually review attendance data and evaluate the effectiveness of attendance interventions.

Wade Glathar made a motion to approve the amended Attendance Policy. Jen Robison seconded. Motion passed unanimously. *Votes were as follows: Kari Malkovich, Aye; Kara Finley, Aye; Royce Kimmons, Aye; Jen Robison, Aye; Wade Glathar, Aye.*

- Lottery and Enrollment Policy

Gabe Clark presented amendments to the Lottery and Enrollment Policy to bring it into compliance with current law and the school's charter regarding enrollment preferences. The revisions reflect SB 131 and SB 167 from the 2026 legislative session regarding denying admission based on prior disciplinary issues, and clarify procedures when material misrepresentations in a lottery application are discovered after enrollment.

Kara Finley made a motion to approve the amended Lottery and Enrollment Policy. Royce Kimmons seconded. Motion passed unanimously. *Votes were as follows: Kari Malkovich, Aye; Kara Finley, Aye; Royce Kimmons, Aye; Jen Robison, Aye; Wade Glathar, Aye.*

- Paid Parental and Postpartum Recovery Policy

Gabe Clark presented amendments to the Paid Parental and Postpartum Recovery Policy to reflect HB 329 from the 2026 legislative session. Qualified employees who adopt a child under six years of age now receive an additional three weeks of paid leave, and foster leave is established as its own category with four weeks of paid leave. The policy is renamed the Paid Parental, Postpartum Recovery, Adoption, and Foster Leave Policy.

Wade Glathar made a motion to approve the amended Paid Parental and Postpartum Recovery Policy. Kara Finley seconded. Motion passed unanimously. *Votes were as follows: Kari Malkovich, Aye; Kara Finley, Aye; Royce Kimmons, Aye; Jen Robison, Aye; Wade Glathar, Aye.*

- Bullying and Hazing Policy

Gabe Clark presented amendments to the Bullying and Hazing Policy. Revisions add definitions for accountability practice and restorative justice practice, clarify that a student's age, maturity, and other relevant factors are considered when determining discipline, and expand provisions on parent notification, annual reporting, employee training, and incident reporting.

Jen Robison made a motion to approve the amended Bullying and Hazing Policy. Royce Kimmons seconded. Motion passed unanimously. *Votes were as follows: Kari Malkovich, Aye; Kara Finley, Aye; Royce Kimmons, Aye; Jen Robison, Aye; Wade Glathar, Aye.*

Steve Davis joined the meeting at 12:33PM.

- Student Conduct and Discipline Policy
Gabe Clark presented amendments to the Student Conduct and Discipline Policy. The revisions update requirements for reintegration plans for students involved in serious offenses, establish physical standards and time limits for seclusion rooms, and generally prohibit referring a student to court for a drug offense until after a third allegation on school property.

Royce Kimmons made a motion to approve the amended Student Conduct and Discipline Policy. Wade Glathar seconded. Motion passed unanimously. *Votes were as follows: Kari Malkovich, Aye; Kara Finley, Aye; Royce Kimmons, Aye; Jen Robison, Aye; Wade Glathar, Aye.*

- Purchasing and Disbursement Policy
Cathie Hurst presented amendments to the Purchasing and Disbursement Policy. The board discussed the proposed approval thresholds and approved increasing the Director's spending authority to \$20,000.

Wade Glathar made a motion to approve the amended Purchasing and Disbursement Policy. Royce Kimmons seconded. Motion passed unanimously. *Votes were as follows: Kari Malkovich, Aye; Kara Finley, Aye; Royce Kimmons, Aye; Jen Robison, Aye; Wade Glathar, Aye.*

REPORTS

- Director's Report
Dr. Tonks presented the Director's Report.
- Finance Report
The financial reports were provided to the board as part of the meeting documentation and are available for review in the accompanying materials.

CALENDARING

- Board Meetings
 - Next board meeting: December 11, 2026

ADJOURN

At 1:06PM Wade Glathar made a motion to adjourn the meeting. Kara Finley seconded. Motion passed unanimously. *Votes were as follows: Kari Malkovich, Aye; Kara Finley, Aye; Royce Kimmons, Aye; Jen Robison, Aye; Wade Glathar, Aye.*

**MOUNTAIN HEIGHTS ACADEMY
BOARD OF TRUSTEES
CLOSED SESSION STATEMENT**



Date: October 23, 2026

Location: Electronic Board Meeting held via Zoom

CLOSED SESSION SWORN STATEMENT:

At a duly noticed public meeting held on the date listed above, the board of directors for Mountain Heights Academy entered into a closed session for the sole purpose of discussing pending or reasonably imminent litigation pursuant to Utah Code 52-4-205(1)(c).

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

Signed on the 23rd day of October, 2026.

A handwritten signature in black ink, appearing to read "Kari Malkovich", is written over a horizontal line.

Kari Malkovich, Board President