

**MOUNTAIN HEIGHTS ACADEMY  
BOARD OF TRUSTEES  
MEETING MINUTES**

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



**Friday, December 11, 2015**

**ATTENDANCE**

**Board Meeting called to order at 12:14 PM by Kelley Parkin.**

**In Attendance:** Kelley Parkin, Gwendolyn Smith, David Wiley, Bart Barker, Gavin Hutchinson, Jill Newell

**Others in Attendance:** DeLaina Tonks, Emily Anderson, Steve Davis, Ryan Smith, Kara Finley

**CONSENT ITEMS**

**October 5, 2015 Board Meeting & Closed Session Minutes**

Gavin Hutchinson made a motion to approve the October 5, 2015 Board Meeting & Closed Session Minutes; Gwendolyn Smith seconded. Motion passed unanimously.

**CLOSED SESSION TO DISCUSS PERSONNEL**

Bart Barker made a motion to enter a Closed Session to discuss the character, professional competence, or physical or mental health of an individual; David Wiley seconded. Motion passed unanimously, the votes were as follows:

Kelley Parkin – AYE

David Wiley – AYE

Gwendolyn Smith – AYE

Bart Barker – AYE

Gavin Hutchinson – AYE

Entered Closed Session at 12:16 PM.

DeLaina Tonks was absent from 12:16 PM to 12:23 PM.

Emily Anderson and Jill Newell were absent from 12:16 PM to 12:27 PM.

Gavin Hutchinson made a motion to adjourn the Closed Session; Bart Barker seconded. Motion passed unanimously, the votes were as follows:

Kelley Parkin – AYE

David Wiley – AYE

Gwendolyn Smith – AYE

Bart Barker – AYE

Gavin Hutchinson – AYE

Adjourned Closed Session at 12:27 PM.

**VOTING ITEMS**

**Board Member Term Renewal & Non-Voting Member**

Gwendolyn Smith made a motion to renew Bart Barker for an additional three-year term on the Board of Directors; Gavin Hutchinson seconded. Motion passed unanimously.

Bart Barker made a motion to approve Jill Newell as a non-voting Board Member for a six-month term; Gwendolyn Smith seconded. Motion passed unanimously.

**Early College Funding Policy**

The early college partnerships that are currently in place were reviewed as well as the proposed college funding policy that will allow for students to receive half-price tuition to qualifying Utah universities with early college programs. The early college classes allow students to go on campus to take courses while still receiving high school

credit.

Gavin Hutchinson made a motion to approve the Early College Funding Policy; Gwendolyn Smith seconded. Motion passed unanimously.

### **Curriculum Building Costs**

Emily Anderson discussed the changes that are being made to course standards in history and science. The costs for course creation and teachers job descriptions were evaluated.

David Wiley made a motion to approve the Curriculum Building Costs for history and science curricula; Gavin Hutchinson seconded. Motion passed unanimously.

### **Blackboard Collaborate Invoice**

DeLaina Tonks reviewed the uses of Blackboard Collaborate and how the teachers and students could use the program to enhance learning. The costs compared to term and services were discussed.

### **ETS Invoice**

DeLaina Tonks discussed the need for additional computers and the damage coverage that will be included.

Gavin Hutchinson made a motion to approve the ETS Invoice; Bart Barker seconded. Motion passed unanimously.

### **Blackboard Collaborate Invoice**

Gavin Hutchinson made a motion to approve the Blackboard Collaborate Invoice for an 18-month term; Bart Barker seconded. Motion passed unanimously.

### **Genius SIS Invoices**

Genius SIS is the student dashboard system and DeLaina Tonks discussed the integration with MoodleRooms and the invoices are for service last year and this year.

Gwendolyn Smith made a motion to approve the Genius SIS Invoices; David Wiley seconded. Motion passed unanimously.

## **REPORTS – 30 MINUTES**

### **Finance Committee Report**

Ryan Smith reviewed the current financials for the school and there are no budgeting concerns. The property purchases were discussed, including the new computers that were purchased.

### **Director Report**

DeLaina Tonks reviewed the state of the school. The faculty was applauded for everything that they've done to support clubs and students. The National Honor Society inductions were held and a student was honored nationally by the National Young Arts Foundation.

The marketing plan is being revamped and will include rebranding on the website, new photos, and new brochures. The new campaign will be ready in January/February.

The Weber State Partnership model will be changing to match what the school does for other charter and public schools and will be implemented immediately.

The school has the highest course completion rate since the school started and the graduation rate has increased by six percentage points. The graduation statuses for the class of 2016 was presented, along with the remediation and credit recovery options that are being provided to make sure students are given the best educational options available. The GED preparation track was discussed and the schools desire to give students the most education possible in order to prepare them for passing the courses.

David Wiley left at 1:15 PM.

The statewide online courses, including open entry/open exit courses, were presented and included enrollment, passing data, and state recorded figures. The current enrollment figures were displayed. The iNACOL Conference received a good reception, the Open Education Conference provided great networking connections, and a future focus on making sure access is provided to students with additional needs. Teachers were recognized for all their outstanding efforts and the PLC's that have been working on projects.

**PUBLIC COMMENT**

No public comments were made.

**CALENDAR ITEMS**

Board Meeting Friday, March 11, 2016 at 12 PM  
June 2, 2016 Gala at 7 PM  
June 3, 2016 Graduation at 2 PM

**ADJOURN**

Gavin Hutchinson made a motion to adjourn the Board Meeting; Bart Barker seconded. Motion passed unanimously.  
Board meeting adjourned at 1:31 PM.

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

9067 S. 1300 W. #303; West Jordan, UT 84088

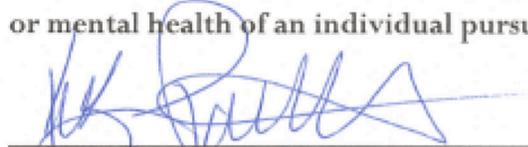
Friday, December 11, 2015



**AFFIDAVIT**

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This Closed Session was held to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(I)(a).

  
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Kelley Parkin, Chair

  
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Date