

MOUNTAIN HEIGHTS ACADEMY BOARD OF TRUSTEES MEETING



Date: Friday, December 17, 2021

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

Board Members in Attendance: Gavin Hutchinson, Royce Kimmons;
Teleconference: Kari Malkovich, Quinn Sutton

Board Members Excused: Wade Glathar

Others in Attendance: Dr. DeLaina Tonks, Gabe Clark, Kara Finley, Cathie Hurst,
Ken Jeppesen (teleconference)

*VISION: We are the leader in digital education.
MISSION: To develop connected and successful learners.*

MINUTES

CALL TO ORDER

- Gavin Hutchinson called the board meeting to order at 9:39 AM.

CONSENT ITEMS

- **October 6, 2021 Board Meeting Minutes**

*Kari Malkovich made a motion to approve the October 6, 2021 Board Meeting Minutes;
Quinn Sutton seconded. Motion passed; the votes were as follows:*

- *Gavin Hutchinson – AYE*
- *Kari Malkovich – AYE*
- *Royce Kimmons – AYE*
- *Quinn Sutton – AYE*

PUBLIC COMMENT

- **2022-2023 Fee Schedule and Fee Waiver Policy**

This was the first public comment period for the fee schedule. Dr. Tonks highlighted there are zero required school fees on the schedule next year.

AUDIT PRESENTATION

- Ken Jeppesen, an independent auditor from Eide Bailly, presented the results of the audit and converted from GASB to FASB. A clean audit has been issued. The assets, liabilities, and net position were analyzed. All three reports were issued with a clean opinion.
Ken Jeppesen left the board meeting at 9:57 AM.

REPORTS

- **Finance Report**

Cathie Hurst discussed the current financial statements and carryover. A transfer has been made into the PTIF account. The school is in a great position and financially sound.

- **Director Report**

Dr. Tonks provided an update on the current state of the school, including student performance passing rates, enrollment and retention, and strategic planning goals. A Credit Analysis and CCR Form will be implemented, and each student will be reviewed to determine engagement level and target interventions. The Hope Squad is new this year and the school is hoping it will be a great asset to support students and data will be available at the end of the school year. There has been an increase in the need for data monitoring this school year.

- **Math Competency Report**

The annual report shows the number of seniors and the math courses passed.

- **School Fee Audit Report**

The school was deemed as low risk on the state fee report.

VOTING ITEMS

- **Amended Budgeting Policy**

The policy was amended to meet standards regarding MOE to explain the school cannot use federal funding to take the place of other local funding sources.

Quinn Sutton made a motion to approve the amended Budgeting Policy; Royce Kimmons seconded. Motion passed; the votes were as follows:

- *Gavin Hutchinson – AYE*

- *Kari Malkovich – AYE*

- *Royce Kimmons – AYE*

- *Quinn Sutton – AYE*

- **Amended Travel Policy**

The policy was amended to accommodate part-time employees as well and clear up confusion regarding hotel bookings.

Kari Malkovich made a motion to approve the amended Travel Policy; Quinn Sutton seconded. Motion passed; the votes were as follows:

- *Gavin Hutchinson – AYE*

- *Kari Malkovich – AYE*

- *Royce Kimmons – AYE*

- *Quinn Sutton – AYE*

- **Amended Teacher and Student Success Act (TSSA) Plan**

The changes to the budget were outlined.

Quinn Sutton made a motion to approve the amended Teacher and Student Success Act (TSSA) Plan; Royce Kimmons seconded. Motion passed; the votes were as follows:

- *Gavin Hutchinson – AYE*

- *Kari Malkovich – AYE*

- *Royce Kimmons – AYE*

- *Quinn Sutton – AYE*

- **Genius SIS Invoice**

Genius is the school's student information system and has an associated annual subscription cost.

Quinn Sutton made a motion to approve the Genius SIS Invoice; Royce Kimmons seconded.

Motion passed; the votes were as follows:

- *Gavin Hutchinson – AYE*
- *Kari Malkovich – AYE*
- *Royce Kimmons – AYE*
- *Quinn Sutton – AYE*

- **Tuition Reimbursement Agreement**

Proposed tuition reimbursement agreement for Lacie Jensen as she completes her special education math endorsement.

Royce Kimmons made a motion to approve the Tuition Reimbursement Agreement with Lacie Jensen; Kari Malkovich seconded. Motion passed; the votes were as follows:

- *Gavin Hutchinson – AYE*
- *Kari Malkovich – AYE*
- *Royce Kimmons – AYE*
- *Quinn Sutton – AYE*

- **Washington, DC Student Trip and Expenses**

The trip would create an opportunity for approximately twenty-five students to expand their academic and social horizons, learn about democracy, and the nation's history. It was proposed for the school to fund up to twenty-five full-time students, including three advisors, over spring break. The school has been doing due diligence with risk management and insurance to plan for the trip.

Royce Kimmons made a motion to approve the Washington, DC Student Trip and expenses up to \$70,000; Kari Malkovich seconded. Motion passed; the votes were as follows:

- *Gavin Hutchinson – AYE*
- *Kari Malkovich – AYE*
- *Royce Kimmons – AYE*
- *Quinn Sutton – AYE*

- **2022-2023 Calendar**

The calendar meets required standards for next school year and has been vetted by staff.

Kari Malkovich made a motion to approve the 2022-2023 Calendar; Quinn Sutton seconded.

Motion passed; the votes were as follows:

- *Gavin Hutchinson – AYE*
- *Kari Malkovich – AYE*
- *Royce Kimmons – AYE*
- *Quinn Sutton – AYE*

- **Course Curriculum Plan**

The total cost of the plan would be \$49,000 for eleven courses, nine of which are new, with one rewrite and one separate honors course. The process for determining which courses to create and rewrite was considered.

Royce Kimmons made a motion to approve the Course Curriculum Plan; Quinn Sutton seconded. Motion passed; the votes were as follows:

- *Gavin Hutchinson – AYE*
- *Kari Malkovich – AYE*
- *Royce Kimmons – AYE*
- *Quinn Sutton – AYE*

CALENDARING

- The next board meeting is scheduled for February 11, 2022 at 9:30 AM.

ADJOURN

- *Kari Malkovich made a motion to adjourn the board meeting. Motion passed; the votes were as follows:*

- *Gavin Hutchinson – AYE*
- *Kari Malkovich – AYE*
- *Royce Kimmons – AYE*
- *Quinn Sutton – AYE*

Board meeting adjourned at 10:38 AM.

DRAFT