

HighMark Charter School Board of Directors Meeting

August 15, 2022

Location: 2467 E South Weber Dr, South Weber, UT 84405

In Attendance: Richard Bigler, Rory Ukena, Lori Drake, Blake Petersen

Others In Attendance: Shawn Miehke, Krystal Taylor, Kim Dohrer, Ryan Smith, David Robertson



MINUTES

CALL TO ORDER

Richard Bigler called the meeting to order at 7:01PM.

REPORTS

- Director's Report
Shawn Miehke began his report with a summary of current enrollment numbers for the 2022/2023 school year. PTO fundraising and other events will begin soon. Shawn Miehke expressed enthusiasm and excitement for the great things that are happening and are being put in place throughout the school.
Blake Petersen joined the meeting at 7:05PM.
- Budget Report
Ryan Smith reviewed current budget information. The year is off to a good start and further reports will be given as time goes on.

PUBLIC COMMENT

Amy Mitchell, a parent, provided public comment.

CONSENT ITEMS

- June 4, 2022 Board Meeting Closed Session Minutes
- Ratify New Hires
Blake Petersen made a motion to approve the June 4, 2022 Board Meeting and Closed Session Minutes. Rory Ukena seconded. Motion passed unanimously. Votes were as follows: Richard Bigler, Aye; Blake Petersen, Aye; Rory Ukena, Aye; Lori Drake, Aye.

VOTING AND DISCUSSION ITEMS

- Early Learning Plan
 - Library Materials Policy
 - Purchasing and Disbursement Policy
 - Tuition Reimbursement
 - Mastery Connect Purchase
 - Workbook Purchase
- Shawn Miehke provided the board with the elements of the Early Learning Plan. The Library Materials Policy and changes to the purchasing and Disbursement Policy were discussed. The Board was in support of Shawn's procedures that coincide with the Library Policy, and felt that the new amounts in the Purchasing and Disbursement

Policy were adequate. Brittany Jolley will be working with Shawn Miehke on the agreement for tuition reimbursement towards a master's degree. Lori Drake inquired how Mastery Connect will work with Canvas. Shawn Miehke clarified all questions and outlined both amounts for Mastery Connect and the workbooks.

Lori Drake made a motion to approve the Early Learning Plan; Library Materials Policy; Purchasing Disbursement Policy; Tuition Reimbursement; Up to \$7,000 for Mastery Connect purchase and up to \$7,000 for the workbook purchase. Rory Ukena seconded. Motion passed unanimously. Votes were as follows: Richard Bigler, Aye; Blake Petersen, Aye; Rory Ukena, Aye; Lori Drake, Aye.

- Traffic Patterns

South Weber City has reached out and scheduled a meeting with Shawn Miehke to discuss the traffic patterns at the school, and other upcoming changes to the surrounding area. This meeting will take place on Wednesday, August 17th.

CLOSED SESSION- to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a).

At 7:33 PM Rory Ukena made a motion to move into closed session, located in the HighMark Charter School Art and Music Room. Lori Drake seconded the motion. Votes were as follows: Richard Bigler, Aye; Blake Petersen, Aye; Rory Ukena, Aye; Lori Drake, Aye. The motion passed unanimously.

At 8:12 PM Richard made a motion to move out of closed session. Blake Petersen seconded the motion. Motion passed unanimously. Votes were as follows: Richard Bigler, Aye; Blake Petersen, Aye; Rory Ukena, Aye; Lori Drake, Aye.

The board took a break at 8:32PM and returned at 8:37PM.

VOTING AND DISCUSSION ITEMS

- Bond and Borrowers Counsel Request for Proposals

David Robertson provided the board with information regarding refinancing bonds and overall potential savings.

Rory Ukena made a motion to engage with Gilmore and Bell for bond counsel and Farnsworth Johnson PLLC for borrower's counsel. Blake Petersen seconded. Motion passed unanimously. Votes were as follows: Richard Bigler, Aye; Blake Petersen, Aye; Rory Ukena, Aye; Lori Drake, Aye.

CALENDARING

- October 17, 2022 Board Meeting

The next HighMark Academy board meeting will be held in October.

ADJOURN

At 8:36PM Richard Bigler made a motion to adjourn. Blake Petersen seconded the motion. Motion passed unanimously. Votes were as follows: Richard Bigler, Aye; Blake Petersen, Aye; Rory Ukena, Aye; Lori Drake, Aye.

**HighMark Charter School
Board of Directors Closed Session**

Meeting Date: August 15, 2022

Location: 2467 E. South Weber Drive, South Weber, UT 84405



CLOSED SESSION SWORN STATEMENT:

At a duly noticed public meeting held on the date listed above, the board of directors for HighMark Charter School entered into a closed session for the sole purpose of discussing the character, professional competence, or physical or mental health of an individual in accordance with Utah Code Ann. 52-4-2(1)(a).

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

Signed on the 15th day of August, 2022, at 2467 E. South Weber Drive, South Weber, UT Utah.

Richard Bigler, Board Chair

A handwritten signature in black ink, appearing to read 'Richard Bigler', is written over a large, faint, diagonal watermark that says 'DRAFT'.

Signature