

MOUNTAIN HEIGHTS ACADEMY BOARD OF TRUSTEES MEETING



Date: Friday, June 17, 2022

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

Board Members in Attendance: Gavin Hutchinson, Kari Malkovich, Quinn Sutton,
Wade Glathar, Royce Kimmons

Others in Attendance: Dr. DeLaina Tonks, Gabe Clark, Kara Finley, Cathie Hurst, Sophia Moore,
Chris Moore, Saylor Jensen, Emmaline Kimmons, Michelle Perng, Kimari Perng,
Malia Chaya, Rachel Parke, Jill Baldwin

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MISSION: To develop connected and successful learners.*

MINUTES

CALL TO ORDER

- Gavin Hutchinson called the board meeting to order at 10:05 AM.

STUDENT SPOTLIGHT

- The students introduced themselves, the awards received, and the project backgrounds.

Break from 10:13 AM to 10:17 AM.

CLOSED SESSION

- *Royce Kimmons made a motion enter a 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) to be held at Mountain Heights Academy; Kari Malkovich seconded. Motion passed; the votes were as follows:*

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

Entered closed session at 10:18 AM.

Individuals present for the closed session included Gavin Hutchinson, Kari Malkovich, Quinn Sutton, Wade Glathar, Royce Kimmons, Kara Finley, Gabe Clark, and Cathie Hurst.

- *Kari Malkovich made a motion to adjourn the closed session and return to open board meeting; Quinn Sutton seconded. Motion passed; the votes were as follows:*
- *Gavin Hutchinson – AYE*
 - *Kari Malkovich – AYE*

- *Quinn Sutton – AYE*
- *Wade Glathar – AYE*
- *Royce Kimmons – AYE*

Adjourned closed session at 10:40 AM.

PUBLIC COMMENT

- No public comment.

TRAINING

- **Utah Open and Public Meetings Act**

The board was trained on what constitutes a board meeting, conducting meetings with transparency, posting requirements, and closed sessions.

CONSENT ITEMS

- **April 15, 2022 Board Meeting Minutes**

Quinn Sutton made a motion to approve the April 15, 2022 Board Meeting Minutes; Royce Kimmons seconded. Motion passed; the votes were as follows:

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

REPORTS

- **Director Report**

Dr. Tonks reported on student achievement and recognized the outstanding accomplishments. The passing rates and concurrent enrollment statistics were considered. Enrollment, retention, and staff were discussed.

- **Attendance Policy Review & Data**
No changes are recommended to the Attendance Policy and attendance for the year is 98%.
- **Donations and Fundraising Policy Review**
No changes are recommended to the policy at this time.
- **Math Competency Data**
The Math Competency report components were discussed, and all students met the math competency requirements.
- **Sex Education Instruction Policy Review & Data**
No changes are recommended to the policy at this time, but the school and county data was provided to the board.
- **Student Conduct and Discipline Data**
There are no recommended changes to the policy and the suspensions and expulsions report was reviewed. How truancy is determined and the process for student outreach was considered and the increase on plagiarism and how it is handled was explained.

- **Positive Behaviors Plan Report**
The written report on implementation was provided and the piloting supported the full launch this year and was very beneficial to creating positive outcomes for behavior.
- **Finance Report**
Cathie Hurst reviewed the current financial reports and the position at this time of year. Salaries and benefits are going to be accrued. Most of the budget is going to personnel.
 - **Fraud Risk Assessment**
The Fraud Risk Assessment scoring was discussed and will be submitted to the Office of the State Auditor.
 - **Annual Commitment to Ethical Behavior**
Each year all staff commit to ethical behavior in the employment agreements and the board will also sign a statement and review the Ethics Policy.

VOTING ITEMS

- **Amended 2021-2022 Budget**
Cathie Hurst presented the final amended budget and preliminary budget and changes since initial notification. The budget for next year includes an increase for teacher compensation. The board considered the impact of inflation on the budget.
Kari Malkovich made a motion to approve the final amended 2021-2022 budget; Wade Glathar seconded. Motion passed; the votes were as follows:
 - *Gavin Hutchinson – AYE*
 - *Kari Malkovich – AYE*
 - *Quinn Sutton – AYE*
 - *Wade Glathar – AYE*
 - *Royce Kimmons – AYE*
- **2022-2023 Budget**
Wade Glathar made a motion to approve the 2022-2023 Budget; Quinn Sutton seconded. Motion passed; the votes were as follows:
 - *Gavin Hutchinson – AYE*
 - *Kari Malkovich – AYE*
 - *Quinn Sutton – AYE*
 - *Wade Glathar – AYE*
 - *Royce Kimmons – AYE*
- **Eide Bailly Audit Engagement**
The board discussed engaging an independent auditor and where the audit is reported after completion. It is not anticipated the school will need a Single Audit.
Quinn Sutton made a motion to approve the Eide Bailly Audit Engagement; Royce Kimmons seconded. Motion passed; the votes were as follows:
 - *Gavin Hutchinson – AYE*
 - *Kari Malkovich – AYE*
 - *Quinn Sutton – AYE*
 - *Wade Glathar – AYE*
 - *Royce Kimmons – AYE*

Board break from 12:01 PM to 12:06 PM.

- **Board Terms and Elected Officers**

The board discussed term renewals and officer elections.

Kari Malkovich made a motion to approve a three-year term for Royce Kimmons on the Mountain Heights Board of Directors; Wade Glathar seconded. Motion passed; the votes were as follows:

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

Royce Kimmons made a motion to renew officers as currently constituted; Wade Glathar seconded. Motion passed; the votes were as follows:

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

- **Responsible Use Policy for Technology Resources**

No changes are recommended to the policy at this time.

Quinn Sutton made a motion to renew the Responsible Use Policy for Technology Resources; Royce Kimmons seconded. Motion passed; the votes were as follows:

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

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

The TSSA Plan goals align with school goals and Dr. Tonks explained how the school is working to meet the goals.

Wade Glathar made a motion to approve the Teacher and Student Success Act (TSSA) Program Plan; Kari Malkovich seconded. Motion passed; the votes were as follows:

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

- **2022-2023 Washington D.C. School Trip**

The Washington D.C. trip was very successful this year and it is proposed as an opportunity for students to go again. It is included in the budget for next year and there is an application process.

Quinn Sutton made a motion to approve the 2022-2023 Washington D.C. School Trip; Royce Kimmons seconded. Motion passed; the votes were as follows:

- *Gavin Hutchinson – AYE*

- *Kari Malkovich – AYE*
- *Quinn Sutton – AYE*
- *Wade Glathar – AYE*
- *Royce Kimmons – AYE*
- **Lattice**
Lattice is an evaluation platform utilized by the school.
- **Open LMS**
This is the learning management platform for courses.
- **GoGuardian**
GoGuardian supports technology safety.
- **NWEA MAP**
This is a testing solution to help monitor learning.
Kari Malkovich made a motion to approve the Lattice, Open LMS, GoGuardian, and NWEA MAP; Wade Glathar seconded. Motion passed; the votes were as follows:
 - *Gavin Hutchinson – AYE*
 - *Kari Malkovich – AYE*
 - *Quinn Sutton – AYE*
 - *Wade Glathar – AYE*
 - *Royce Kimmons – AYE*
- **Sun Print Solutions**
The SOEP program is growing and with the age change to participation and concurrent enrollment it would be beneficial to disseminate information to prospective students. The SOEP course limitations were described.
Wade Glathar made a motion to approve the Sun Print Solutions SOEP campaign; Quinn Sutton seconded. Motion passed; the votes were as follows:
 - *Gavin Hutchinson – AYE*
 - *Kari Malkovich – AYE*
 - *Quinn Sutton – AYE*
 - *Wade Glathar – AYE*
 - *Royce Kimmons – AYE*
- **Marketing Services**
An RFP was issued for marketing services and the committee recommends engaging Intrepid for five years at \$180,000 per year. Only one firm responded to the RFP.
Kari Malkovich made a motion to award the marketing services RFP to Intrepid and the agreement; Wade Glathar seconded. Motion passed; the votes were as follows:
 - *Gavin Hutchinson – AYE*
 - *Kari Malkovich – AYE*
 - *Quinn Sutton – AYE*
 - *Wade Glathar – AYE*
 - *Royce Kimmons – AYE*
- **Tuition Reimbursement Agreements**
The teacher is working on coursework and it was recommended for approval after review.
Royce Kimmons made a motion to approve the Tuition Reimbursement Agreement for Sara

Scholes; Wade Glathar seconded. Motion passed; the votes were as follows:

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

- **Executive Director Employment Agreement**

Quinn Sutton made a motion to approve the Executive Director Employment Agreement; Kari Malkovich seconded. Motion passed; the votes were as follows:

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

CALENDARING

- **2022-2023 Meeting Schedule**

The board will continue forward with the same schedule for next year. The next meeting will be held on Thursday, August 25, 2022 at 9:30 AM.

ADJOURN

- *Wade Glathar made a motion to adjourn the board meeting; Quinn Sutton seconded. Motion passed; the votes were as follows:*

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

Board meeting adjourned at 12:47 PM.

**MOUNTAIN HEIGHTS ACADEMY
CLOSED SESSION**



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MISSION: To develop connected and successful learners.*

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 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 17 day of JUNE 2022.



Gavin Hutchinson, Board President