

HighMark Charter School Board of Directors Meeting

March 13, 2023

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

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

Others In Attendance: Shawn Miehle, Krystal Taylor, Janey Stoddard, Ryan Smith



MINUTES

CALL TO ORDER

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

PUBLIC COMMENT

- 2023/2024 Fee Schedule & Fee Waiver Policy
This was the second opportunity for members of the public to comment on the 2023/2024 Fee Schedule and Fee Waiver Policy. There were no comments.

REPORTS

- Principal's Report
Shawn Miehle provided a report on current enrollment numbers, ongoing projects, upcoming plans for improvements to the facilities, and reviewed new hires along with changes to the fee schedule.
- Budget Report
Blake Petersen presented on the current budget. Finances are reporting back as expected for this time of the school year.

CONSENT ITEMS

- January 23, 2023 Board Meeting Minutes
- Ratify New Hires
Richard Bigler made a motion to approve the January 23, 2023 Board Meeting Minutes and to Ratify the New Hires. Lori Drake seconded. Motion passed unanimously. Votes were as follows: Richard Bigler, Aye; Lori Drake, Aye; Blake Petersen, Aye; Rory Ukena, Aye.

VOTING ITEMS AND DISCUSSION ITEMS

- 2023/2024 Fee Schedule & Fee Waiver Policy
Adjustments to the after school program fee were made. The board was in agreement that these changes are reasonable.
- School LAND Trust Plan
Shawn Miehle explained what will be the use of funds through the Trust LAND Plan.
- Lawncare Agreement
Shawn Miehle expressed the relationship with Extreme Green is going well and made the recommendation to continue with this contract. The board reviewed several bids for lawncare.
Rory Ukena made a motion to approve the 2023/2024 Fee Schedule with changes as discussed, the School LAND Trust Plan and to award the lawncare agreement to

Extreme Green. Lori Drake seconded. Motion passed unanimously. Votes were as follows: Richard Bigler, Aye; Lori Drake, Aye; Blake Petersen, Aye; Rory Ukena, Aye.

- Locker Purchase

Lockers and cubbies will be placed throughout the school to prevent clutter. Training and usage guidelines will be provided.

Lori Drake made a motion to approve the locker purchase for up to \$50,000 through Wood Creek Cabinetry. Blake Petersen seconded. Motion passed unanimously. Votes were as follows: Richard Bigler, Aye; Lori Drake, Aye; Blake Petersen, Aye; Rory Ukena, Aye.

- Capitalization & Expense Policy

Ryan Smith provided an explanation and purpose of this policy in a practical sense.

- Student Transportation Policy

- Selection and Purchase of Instructional Materials Policy

- Supervision of Students at School-Sponsored Activities Policy

Shawn Miehke reviewed the above policies along with in depth explanations on how each will be executed throughout different scenarios that occur at the school. The board recommended minor revisions in wording to the Supervision of Students at School-Sponsored Activities Policy.

Blake Petersen made a motion to approve the Capitalization & Expense Policy, Student Transportation Policy, Selection and Purchase of Instructional Materials Policy, and the Supervision of Students at School-Sponsored Activities Policy with the changes that were discussed. Rory Ukena seconded. Motion passed unanimously. Votes were as follows: Richard Bigler, Aye; Lori Drake, Aye; Blake Petersen, Aye; Rory Ukena, Aye.

- Board Member Applications

The board will be accepting applications and conduct interviews at a later date.

CALENDARING

- Annual Board Meeting

The next board meeting will be held on Saturday, May 27th.

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 8:14PM Rory Ukena made a motion to move into closed session located in the Art Room at HighMark Charter School. Lori Drake seconded. Votes were as follows: Richard Bigler, Aye; Lori Drake, Aye; Blake Petersen, Aye; Rory Ukena, Aye. Motion passed unanimously.

ADJOURN

At 8:34PM Richard Bigler made a motion to move out of closed session and adjourn. Lori Drake seconded. Motion passed unanimously. Votes were as follows: Richard Bigler, Aye; Lori Drake, Aye; Blake Petersen, Aye; Rory Ukena, Aye.

HighMark Charter School
Board of Directors Closed Session
Meeting Date: March 13, 2023
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 13th day of March, 2023, at 2467 E. South Weber Drive, South Weber, UT 84405.

A handwritten signature in black ink, appearing to read 'Richard Bigler', written in a cursive style.

Richard Bigler, Board Chair