

MOUNTAIN HEIGHTS ACADEMY BOARD OF TRUSTEES MEETING



Date: Friday, December 16, 2022

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

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

Others in Attendance: Dr. DeLaina Tonks, Gabe Clark, Kara Finley, Cathie Hurst, Ken Jeppesen, Kyle Rasmussen, Kimari Perng, Michelle Perng

*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 9:36 AM.

CONSENT ITEMS

- **October 28, 2022 Board Meeting Minutes**
Kari Malkovich made a motion to approve the October 28, 2022 Board Meeting Minutes; Wade Glathar seconded. Motion passed; the votes were as follows:
 - Gavin Hutchinson – AYE
 - Wade Glathar – AYE
 - Kari Malkovich – AYE
 - Quinn Sutton – AYE
 - Royce Kimmons – AYE

PUBLIC COMMENT

- **2023-2024 Fee Schedule and Fee Waiver Policy**
This was the first public comment period for the fee schedule. There are no required fees at Mountain Heights Academy, but there are potential optional fees for students that take concurrent enrollment college courses.

REPORTS

- **Director Report**
Dr. DeLaina Tonks introduced Kimari Perng, a student whose artwork was chosen for the SCSB student art competition and the background of the piece.
Kimari and Michelle Perng left the board meeting at 9:45 AM.

AUDIT PRESENTATION

- Ken Jeppesen from Eide Bailly presented the audit letter and report, along with new standards. An unmodified clean opinion was issued. The government-wide financial analysis, revenues and expenses, and statement of net position were explained. State compliance requirements were tested this year and a clean report was issued.

Ken Jeppesen and Kyle Rasmussen left at 9:59 AM.

REPORTS

- **Finance Report**

Cathie Hurst provided additional commentary on the audit presentation and reviewed the current financial reports.

Quinn Sutton left the board meeting at 10:02 AM.

The revenue and expenses to date were examined and additional funds have been moved to the PTIF account. Unrestricted funds are managed appropriate and are within the appropriate limits.

- **Director Report**

Dr. DeLaina Tonks reviewed the strategic plan progress, showed examples of community engagement, and reviewed student performance updates. Dr. Tonks explained how the graduation rate is calculated. The school will be completing accreditation this year and the visit will be in the spring.

VOTING ITEMS

- **2023-2024 Calendar**

The proposed calendar was provided and meets state requirements.

Royce Kimmons made a motion to approve the 2023-2024 Calendar; Kari Malkovich seconded. Motion passed; the votes were as follows:

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

- **Public Education Materials Development Policy**

Each LEA is required to develop a policy regarding public education materials and outlines licenses and uses. The board discussed how parent concerns are approached and the ability to meet individual needs regarding materials.

Kari Malkovich made a motion to approve the Public Education Materials Development Policy; Wade Glathar seconded. Motion passed; the votes were as follows:

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

- **Employee Handbook**

Changes were made to the employee location section of the employee handbook to be consistent with accepted practices. The Director will make the determination regarding expenses related to attendance for faculty professional development.

Kari Malkovich made a motion to approve the updated Employee Handbook; Royce Kimmons seconded. Motion passed; the votes were as follows:

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

The board discussed the history behind establishing standards for employee locations.

CALENDARING

- The next board meeting is scheduled for February 17, 2023 at 9:30 AM.
The board thanked Dr. Tonks for her service to the school and the board was thanked for their time and effort.

ADJOURN

- *Kari Malkovich made a motion to adjourn the board meeting.*
Board meeting adjourned at 10:30 AM.