

Timpanogos Academy School Board Meeting
Thursday Oct 12th, 2023 7:00pm
Timpanogos Academy Elementary
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PRESENT:

At 7:00pm, Board members Amy Tressler, Paul Johnson, Kim Johnson, Rachel Thacker, Jennie Bruce, and Phil Cardon are in attendance. This constitutes a full quorum. Principal Errol Porter is also in attendance.

Board member Kim Seager is excused.

1 - Agenda Approval

Jennie Bruce moved to approve the agenda. The motion was seconded by Phil Cardon and passed unanimously.

2 – Review of Last Meeting’s Business/ Approval of Minutes/Confirm Next Board Meeting

After reviewing the minutes, Phil Cardon moved to approve the September 2023 minutes as amended. The motion was seconded by Jennie Bruce and passed unanimously. The Board then confirmed that the next Board meeting would be on Thursday November 16th, 2023, at 7:00pm.

3 – Public Input

None at this time.

4 – PTO Report

PTO President Tania Bliss reported that the annual carnival was a success and generated a net of \$13,007.00 and had an estimated turnout of more than 400 kids. Mrs. Bliss then discussed with the board a few ideas for how those funds could be best used, such as developing a master plan for improving the playground areas over time.

Looking ahead, Mrs. Bliss and the Board discussed participating in the Lindon City “Spooktacular” as a way of generating publicity for the school, and the upcoming Red Ribbon week activities for Oct. 30th through November 3rd.

5 – Budget Report – Finance Office

Mr. Smith reported on the status of the Budget to date and that revenue and expenses were both in line with expectations and on-track for the year as of Sept. 30th of the current year, which represents about 25% of the fiscal year.

6 – Updated Crisis Plan – Karyl Montgomery –Action Item

Karyl Montgomery reviewed updates to the school’s crisis plan that are necessary to incorporate specific terminology from the “I love you Guys” program that school’s in Utah are adopting. Jennie Bruce moved to approve the updated Crisis Plan as amended. The motion was seconded by Phil Cardon and passed unanimously.

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7 – Cash Disbursements Policy – Karyl Montgomery - Action Item

Karyl Montgomery reviewed updates to the school’s Cash Disbursement and Procurement Procedures Policy. After discussion, Jennie Bruce moved to approve the updated Cash Disbursement and Procurement Procedures Policy as amended. The motion was seconded by Phil Cardon and passed unanimously.

8 – Financial Policy Review – Karyl Montgomery –Discussion Item

Karyl Montgomery reviewed the school’s Procurement Procedures Policy with the Board.

9 – Attendance Policy – Errol Porter – Action Item

Mr. Porter explained that since the COVID lockdowns, there is no longer any state law in effect that would apply consequences for too much absenteeism. The Board discussed several ideas for how to incentivize better attendance, and the Board consensus was that they trusted Mr. Porter’s judgement and would back up his efforts to improve attendance.

10 – Enrollment Update – Frank Anderson

Mr. Anderson reported that enrollment is currently at 512 students, down from 516 last month.

11 – Audit Financial Review – Karyl Montgomery

Mrs. Montgomery reported that the results of the most recent audit indicated that we were one of the best Charter schools in the state with our Ratios and Financials. The result of the audit was an “Unqualified Opinion” which is the best possible designation.

12 – Principal’s Report – Errol Porter

*A) Mr. Porter reported that Saxon Math will be discontinued in 2 years, and that at that time we Saxon would no longer be printing refill kits. A discussion ensued about exploring whatever alternative options to Saxon Math might be out there.

*B) Mr. Porter informed the Board that the school was still working on procuring bids and solutions for ballistric windows and a secured main door entrance.

* C) Mr. Porter also reported on efforts to maintain and improve the school’s environment and culture, and that he has had frequent talks with the students in the morning about kindness and noticing the positives in others when we can.

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13 – Board Position Reports:

- a) **PTO/Curriculum, Jennie Bruce:** None at this time
- b) **Uniforms, Amy Tressler:** Mrs. Tressler shared a draft of Uniform Policy visuals that she is working on creating for parents.
- c) **Risk Management & Facilities, Kim Johnson:** Mr. Porter reported that solutions for the leaking roof problem has not yet been contracted, and noted that a major roof upgrade would likely be needed in the near to mid future
- d) **CFO, Rachel Thacker:** Mrs. Thacker reported that check signer signature cards for authorized Board members was completed with our bank.
- e) **Personnel, Paul Johnson:** None at this time
- f) **Publicity, Phil Cardon:** None at this time.
- g) **Board Chair, Kim Seager:** None at this time, Mrs. Seager is not in attendance

14 – Board Training - Trustlands

Mr. Porter and the Board members watched the most recent Trustlands video that has been put out by the state, and which was found at “trustlands.utah.gov”.

15 – Closed Session

Motion for a closed session was made by Kim Seager to discuss personnel and financial issues. A roll call vote was called for and all present board members individually voted “aye” when asked.

16 - Adjournment:

Kim Seager moved to adjourn without objection.