

Timpanogos Academy School Board Meeting
Thursday Sep 14th, 2023 7:00pm
Timpanogos Academy Elementary
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PRESENT:

At 7:00pm, Board members Kim Seager, 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 Amy Tressler is excused.

1 - Agenda Approval

Jennie Bruce moved to amend the agenda by adding “Item 3.5 – PTO Report”. The motion was seconded by Kim Seager and passed unanimously.

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

After reviewing the minutes, Rachel Thacker moved to approve the August 2023 minutes as amended. The motion was seconded by Phil Cardon and passed unanimously. The Board then confirmed that the next Board meeting would be on Thursday October 12th, 2023, at 7:00pm.

3 – Public Input

None at this time.

3.5 – PTO Report

PTO President Tania Bliss reported that the PTO was focusing on the upcoming school carnival, and shared a few of the auction items that would be featured. The Board then discussed some ideas that the PTO was considering for Red Ribbon week.

4 – 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 August 31st of the current year.

5 – 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. After discussion, it was decided to table taking action until the next Board meeting.

6 – Utah Grants Review – Karyl Montgomery –Discussion Item

With the Board, Karyl Montgomery reviewed Utah grants and associated dollar amounts that the school chose not to pursue or accept due to strings that would be attached to accepting the funds. These included grants that were related to Covid, Title II, and ELL software.

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7 – UAPCS/UCN Membership – Discussion Item

The Board discussed and decided to continue the school’s membership in the Utah Charter Network (UCN), and not to join or become a member of the Utah Association of Public Charter Schools (UAPCS).

8 – Special Education Policies and Procedures Manual – Errol Porter – Action Item

Mr. Porter explained that every couple of years the state has to amend their SPED policies because of changes in federal requirements and guidelines. Accordingly, when this happens, the school has to amend our policies, word for word, to match the state’s changes. Other than the school’s name on the policy we are not allowed to edit anything in the policy. Rachel Thacker made a motion to approve the 2023-24 Special Education Policies and Procedures Manual as it was amended and presented. The motion was seconded by Kim Seager and passed unanimously.

9 – Enrollment Update – Frank Anderson

Mr. Anderson reported that enrollment is currently at 516 students, up from 513 last month.

10 – School Nurse Needs – Discussion Item

Mr. Porter led a discussion with the Board about possible needs to hire a school nurse, at least on a part time basis. After the discussion, the Board’s consensus was for Mr. Porter to investigate costs and bring recommendations to the Board.

11 – Proposed Enrollment Policy Change – Errol Porter – Action Item

Mr. Porter presented a revised Enrollment Policy for the Board’s review. After discussion, Rachel Thacker made a motion to approve the 2023-24 Enrollment Policy as it was amended and presented. The motion was seconded by Phil Cardon and passed unanimously.

12 – Principal’s Report – Errol Porter

*A) Mr. Porter reported on the school’s efforts for keeping the school harassment and discrimination free, which included multiple periodic student assemblies. In addition, Mr. Porter was focusing on the theme of “Be Proactive” with the students on being kind and accepting to one another.

*B) Mr. Porter informed the Board that the school has adopted the approach of notifying students in advance of “Lock-Down drills” to reduce anxiety and fear that can accompany these drills for students.

* C) Mr. Porter also reported that now that we have jumped through all of the required hoops to be compliant with the state board’s insistence that we implement and administer the KEEP assessment, that starting next year the KEEP assessment would no longer be the preferred or required state assessment for incoming kindergarten students.

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13 – Board Position Reports:

- a) **PTO/Curriculum, Jennie Bruce:** Mrs. Bruce reported that print editions of Saxon Math would no longer be printed after June 30th of 2025, and that digital licenses for Saxon Math materials would expire 12/20/2024.
- b) **Uniforms, Amy Tressler:** Mrs. Tressler would like to see a visual presentation of the uniform standards to be made available for parents to see and use.
- c) **Risk Management & Facilities, Kim Johnson:** Mr. Porter reported the results of a Risk Assessment that was provided to the school which recommended adding ballistic proof windows and an electronically secured entrance. Initial estimates Mr. Porter has received indicate that it would cost about \$27,000.00 for the upgraded windows and an additional \$25,000.00 for the electronically secured entrance.
- d) **CFO, Rachel Thacker:** Mrs. Thacker brought check signer signature cards for authorized Board members to complete.
- 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.

14 – Board Training

Board Members listened to an audio recording of the “Board Wiser” training series for school boards, episode #6 entitled: “That will be \$1.4 million please”.

15 – Closed Session

Motion for a closed session was made by Kim Seager. 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.