

**Timpanogos Academy School Board Meeting**  
**Thursday May 9<sup>th</sup>, 2024 7:00pm**  
**Timpanogos Academy Elementary**  
**( Page 1 of 2 )**

**PRESENT:**

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

**1 - Agenda Approval**

Kim Seager moved to amend the agenda by adding item #3.5 for Rachel Thacker to address the Board, and by removing item 4.0 -PTO report. The motion was seconded by Amy Tressler and passed unanimously.

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

After review and follow-up discussion, Amy Tressler made a motion to approve the April 2024 Board 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 Tuesday June 4<sup>th</sup>, 2024, at 7:00pm.

**3 – Public Input**

None at this time.

**3.5 – Rachel Thacker, Open Floor**

Rachel Thacker notified the Board that she would be stepping aside as of July 1<sup>st</sup> of this year, and discussed several things that have been on her mind about the Board’s usage of Roberts Rules of Order.

**5 – Budget Report – Finance Office**

Lynn 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 April 30<sup>th</sup> of 2024, which represents about 87.5% of the fiscal year. Mr. Smith also let the Board know that he would be presenting revised budgets in the June Board meeting to reflect several maintenance and improvement projects that the school will be doing this year. (Roofing, Flooring, etc.)

**6 – Positive Support Specialist Report – Haley Smith – Discussion Item**

Mrs. Smith gave the Board a report on how she has utilized and deployed the school’s support aides during this past school year, and an overview of her plans for the upcoming school year.

**8 – Principal’s Report – Errol Porter**

\*A) Safety Requirements – Discussion Item: Mr. Porter went over the new legal requirements for School Safety that apply to our school, including a mandatory armed security guard, and additional technical capabilities that will now be required. (such as security cameras, phone systems, and fire alarm systems).

\*B) School Safety Security Director Appointment - Action Item: Mr. Porter reported on additional requirements for the school to have a School Safety Security Director appointed for the school, as well as the responsibilities and duties that would be assigned to the Security Director.

\*C) Title IX Coordinator Appointment – Action Item: Mr. Porter reported on additional requirements for appointing a Title IX Coordinator for the school. Rachel Thacker made a motion to appoint Cindy Bullock as the school’s Title IX Coordinator. The motion was seconded by Kim Johnson, and passed unanimously.

**(Page 2 of 2 is on the reverse side of this page)**

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**9 – Board Position Reports:**  
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**a) PTO/Curriculum, Jennie Bruce:** None at this time.

**b) Uniforms, Amy Tressler:** None at this time.

**c) Risk Management & Facilities, Kim Johnson:** Mr. Porter notified the Board that he was planning on using our current building cleaners to clean carpets throughout the school.

**d) CFO, Rachel Thacker:** None at this time.

**e) Personnel, Paul Johnson:** An applicant is being contacted to interview for the school’s open Special Ed position, and Laurel Hornberger is being hired as the school’s new Music Teacher. Mr. Porter also notified the Board that several para-professionals are not returning next year and will need to be replaced.

**f) Publicity, Phil Cardon:** Mr. Cardon asked the Board for their thoughts on the school’s use of banners during the upcoming school year.

**g) Board Chair, Kim Seager:** Mrs. Seager led a Board discussion about the proper procedures for getting new Board members assigned to Board positions, including a review and discussion of the school’s by laws and constitution. The appointment of Board positions was tabled until the next Board meeting.

**13 – 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.

**14 - Adjournment:**

Kim Seager moved to adjourn without objection

conducted the board's annual election of a Board CAO and appointment of Board Members to specific positions of responsibility. The results are as follows:

- a) **Board CAO:** Kim Seager
- b) **Board CFO:** Rachel Thacker
- c) **Uniforms:** Amy Tressler
- d) **Publicity:** Phil Cardon
- e) **Human Resources/Personnel:** Paul Johnson
- f) **Facilities:** Kim Johnson
- g) **Curriculum/PTO Representative:** Jennie Bruce
- h) **Budget Committee =** Paul Johnson, Kim Seager, and Rachel Thacker
- i) **Check Signers =** Paul Johnson, Kim Seager, Rachel Thacker, and Phil Cardon