

Timpanogos Academy School Board Meeting
Thursday Aug 17th, 2023 7:00pm
Timpanogos Academy Elementary
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PRESENT:

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

Board member Paul Johnson is excused.

1 - Agenda Approval

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

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

After reviewing the minutes, Jennie Bruce moved to approve the July 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 September 14th, 2023, at 7:00pm.

3 – Public Input

None at this time.

3.5 – PTO Report

PTO President Tania Bliss reported that the Back to School Night was successful, and that a new PTO had been selected and was already at work. After reviewing the PTO’s themes for this year, (“Lit from Within” and “Be kind to Others”), the Board discussed the plans for “Battle of the Books” and the selling of “Spirit T-shirts” at the school.

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 July 31st of the current year. It was noted that revenues appeared higher at this time because the school has received the full year allotment of Trustlands monies and Early Learning Funds.

5 – TSSA Plan – Karyl Montgomery –Action Item

Karyl Montgomery reviewed the school’s TSSA Plan for 2023-24 with the Board. After review and discussion, Rachel Thacker made a motion to accept the TSSA Plan for the 2023-24 school year as presented. The motion was seconded by Jennie Bruce and passed unanimously.

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6 – 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 Phil Cardon and passed unanimously.

7 – Safe Schools Policy Updates – Errol Porter – Action Item

Mr. Porter presented the Safe Schools Policy with updates for 2023-24. After review and discussion, Rachel Thacker made a motion to accept the Safe Schools Policy for 2023-24 as presented. The motion was seconded by Jennie Bruce and passed unanimously.

8 – Enrollment Update – Frank Anderson

Mr. Anderson reported that enrollment is currently at 513 students.

9 – Principal's Report – Errol Porter

*A) Mr. Porter reported on the KEEP assessments that were administered to incoming Kindergarten students. While the teachers found it a positive experience to meet the students one on one, they noted that there was nothing they learned from the assessments that they wouldn't have learned after the first 2-3 days of school.

*B) With the year just beginning, the Language Arts committee is just forming, so there is nothing to report at this time

* C) Mr. Porter reported that there have been changes to the Core Knowledge curriculum, and that the school was reviewing the changes to see how they will affect the school's curriculum.

* D) Facilities: The new VOIP phone system will be coming in soon, a new Intercom system will be installed soon, and the Fire Department has informed us that after 20 years our fire alarm sprinkler heads need to be updated.

10 – Board Member Appointment Presentation/Discussion

The board met and interviewed Kim Johnson who has volunteered to accept the Open Board seat.

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11 – Board Position Reports:

- a) **PTO/Curriculum, Jennie Bruce:** Mrs. Bruce led a discussion on the future direction of the schools Math curriculum in the event that Saxon Math materials are not available. Mr. Porter suggested that the school order samples and see what’s out there.
- b) **Publicity:** This Board position is currently not filled.
- c) **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.
- d) **Risk Management & Facilities, Paul Johnson:** None at this time.
- e) **CFO, Rachel Thacker:** None at this time.
- f) **Human Resource, Phil Cardon:** None at this time.
- g) **Board Chair, Kim Seager:** None at this time.

12 – 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.

13 – Board Member Appointment – Action Item

After coming out of closed session, Jennie Bruce made a motion to appoint Kim Johnson to fill the Board seat vacated by Minta Valentine. The motion was seconded by Kim Seager and passed unanimously.

14 – Board Training: Board member position assignments for 2022-2023

The Board conducted their 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

15 - Adjournment:

Kim Seager moved to adjourn without objection.