

Timpanogos Academy School Board Meeting
Thursday Nov 10th, 2022 7:00pm
Timpanogos Academy Elementary
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PRESENT:

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

Board members Minta Valentine and Phil Cardon are excused.

1 - Agenda Approval

Rachel Thacker made a motion to approve the agenda. The motion was seconded by Jennie Bruce and passed unanimously.

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

Amy Tressler made a motion to approve the October 2022 board minutes as amended. The motion was seconded by Jennie Bruce and passed unanimously.

The Board confirmed that the next Board meeting will be the staff Christmas party on December 7th, followed by the next regular meeting will be held on January 12th, 2022 at 7:00pm.

3 – Public Input

Christy Belt, a 5th Grade teacher, expressed her appreciation for the new set-up for Parent-Teacher conferences this year.

4 – PTO Report – Julie Bellon

Mrs. Bellon reported on the following items:

a) Completed Events: The “Operation Gratitude” activity in October, where students wrote a letter or drew a picture to be sent to active duty service members went extremely well, and the SEP conference meals were appreciated and well received by the teachers. Red Ribbon week and the Halloween Parade went off without a hitch and there were many volunteers who helped out.

b) Upcoming Events: The annual PTO “Classic Skate Night” is coming up this Friday, followed by the Orem Chik-Fil-A Spirit night on Tuesday November 15th, and then the annual Turkey Trot will be held on Tuesday the 22nd. The PTO has set up a “Toys for Tots” Christmas drive, and is sponsoring a coloring contest for the school’s students that is being put together by Mrs. Hoggard.

c) News: A food drive for “Tabitha’s Way” is in progress right now, and the class that collects the most food will be given a PTO sponsored Pizza Party. The PTO is purchasing a “9-Square” for the school, and the PTO is planning on having that installed by the end of the month. The PTO has also gotten a better price on the sound system that they are donating to the school, and as long as there are no supply chain issues it is expected that they will be able to get it installed by the end of the school year.

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5 – Budget Update – Lynn Smith

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 October 31st of the current year, which is about 33% of the fiscal school year.

6 – Audit Financial Review – Karyl Montgomery

Mr. Smith and Mrs. Montgomery reviewed the results of the most recent financial audit, which is the first using the newly required governmental accounting format instead of the preciously used Not for Profit accounting format. The Board discussed the various sections of the audit, and it was noted that the school received the best possible rating from the auditors.

7 – Principal’s Report – Errol Porter

* A) The school has been selected as a “Targeted School for Improvement” (TSI) because even though we exceeded the state requirements by quite a bit, we did not meet our own internal goals that we set for ourselves. We had an initial meeting with the state to go over the school’s plans for next year, and it is anticipated that we will be able to be removed from TSI status once we complete this process.

* B) USBE Charter Office Policy Review – The school will be getting audited this year by the State to verify compliance with required Policies and make sure that they are all up to date. We believe that we are up to date with all required policies.

8 – Language Access Plan

Mr. Porter led a discussion of the school’s “Language Access Plan Policy”. After discussion, Rachel Thacker made a motion to approve the proposed “Language Access Plan Policy”. The motion was seconded by Jennie Bruce and passed unanimously.

9 – Updated Materials Selection and Text Book Disposal Policy

Mr. Porter reported that text book disposal was a new state requirement that had to be added to our Materials selection policy. After discussion, Rachel Thacker made a motion to approve the Materials Selection and Text Book Disposal Policy as amended. The motion was seconded by Jennie Bruce and passed unanimously.

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10 – Board Position Reports:

- a) **PTO/Curriculum, Jennie Bruce:** Mrs. Bruce reported that she would be reviewing the latest books that are planned to be used in Mrs. Belt’s after school Book Club.
- b) **Publicity, Minta Valentine:** None at this time as Mrs. Valentine is not present.
- c) **Uniforms, Amy Tressler:** None at this time.
- d) **Risk Management & Facilities, Paul Johnson:** Mr. Porter updated the Board that the new fire panel has been installed, and the installation crew believes that the problem was caused by condensation in the outer walls. The estimate for the new fire panel was \$4,000 for the parts and \$18,000 for the labor. (One day!)

The Bell and Paging system in the East Building needs to be replaced. We have supply chain issues right now, but the system will cost about \$2,800.00 once it is delivered and installed.

- e) **CFO, Rachel Thacker:** None at this time.
- f) **Human Resources & Website, Phil Cardon:** None at this time as Mr. Cardon is not present.
- g) **Board Chair, Kim Seager:** None at this time

11 – Board Training

The Board listened to Episode #1 from the “Board Wiser” training program, titled “Where The Heck Are We?”

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 - Adjournment:

Kim Seager moved to adjourn without objection.