**Timpanogos Academy School Board Meeting  
Thursday October 7th, 2021 7:00pm  
Timpanogos Academy Elementary   
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**PRESENT:**   
Board members Kim Seager, Jennie Bruce, Rachel Thacker, Phil Cardon, Paul Johnson, and Amy Tressler are in attendance at 7:00pm, and this constitutes a full quorum. Board member Jennie Bruce arrived at 7:07pm.   
  
Principal Errol Porter is also in attendance, and Board Member Minta Valentine is excused.  
  
  
**1 - Agenda Approval**Rachel Thacker made a motion to amend the agenda to add Mrs. Mendenhall to the “PTO Report”. The motion was seconded by Amy Tressler and passed unanimously. **2 – Review of Last Meeting’s Business**  
The Board asked Mr. Porter some follow-up informational questions while reviewing the minutes from last month.  
  
**3 – Approval of Minutes/Next Board Meeting**  
Amy Tressler made a motion to approve the September 2021 minutes as amended. The motion was seconded by Jennie Bruce and passed unanimously.   
  
**4 – Next Board Meeting**  
The Board confirmed that the next Board meeting will be on November 11th, 2020.  
 **5 – Public Input**  
None at this time.   
  
 **6 – Special Ed Policies and Procedures Manual – Keri Heath**Mrs. Heath reported that the State of Utah has requested all schools to update their “Policies and Procedures Manuals” to reflect new or updated laws that have been passed at the state level. This is due to be submitted for review to the state by October 18th, 2021, after which it is returned to the school for approval by the Board. Although this seems to be in “backwards” order, it is what is required for this specific updating process.  
  
Mrs. Heath then gave the Board an overview of what needed to be updated in the policies and procedures as a preview of what would be coming to the Board for later approval.

**7 – Budget Update – Lynn Smith**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 September 30th of the current year. The Board asked about and received clarification on a couple of specific line items.

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**8 – PTO Report – Mrs. Mendenhall**  
Mrs. Mendenahll, the PTO Secretary, reported on several items including providing teacher means for the first term SEP conferences, the upcoming on-line auction that is replacing this year’s fund raising Carnival, upcoming “Spirit Night” fundraisers, and the annual Halloween parade.  **9 – Enrollment Status – Frank Anderson**  
The final October 1st enrollment count is 520 students, which is the highest October 1st count that the school has ever had.   
  
**10 – Principal’s Report – Errol Porter**  
  
 \* A) COVID case counts: There is currently 1 student who is home quarantining, and students from three families have reported that they are keeping kids home as a precaution because someone else in their family has had exposure. According to our Utah County Health connection, our school has the lowest number of cases in the county.   
  
Mr. Porter also noted that the latest CDC data has shown that children are experiencing COVID deaths at a very low level in comparison to adults. As of the end of September 2021, the CDC has reported 687,171 total COVID deaths but only 561 of these were children younger than 18 years old, which is a rate of 0.08% (Eight one-hundredths of one percent).

\* B) Mr. Anderson reported on the school’s Teacher Retention rate in relation to the rest of the state. Mr. Anderson explained how the state calculated their data, and then showed several different ways that the data could be calculated. Overall, by a variety of measures, the school’s retention rate meets or exceeds the retention performance calculations reported for the best school districts in the state. It is Mr. Anderson’s opinion that the school’s retention rate is the highest in Utah. Board member Seager noted that many people find it astounding and hard to believe when she (Mrs. Seager) reports that our school has had the same Principal leading the school since the school opened 20 years ago.

\* C) Mr. Porter reported on the number of students currently enrolled in official Special Education programs (a total of 88 children) and the number of non-special education students who have been identified as those who would potentially benefit from the school’s Academic Intervention Services (a total of 103). This is more students than our existing AIS staff can adequately serve, so Mr. Porter and Mrs. Mickelsen have re-focused the AIS staff to center on those who could most benefit the most from intervention services.   
  
The State has also mandated that school’s begin teaching “Life Skills” to 5th grade students, which one of our AIS staff, Kristin Bishop, has been assigned to teach.

\* C) Mr. Porter announced that the City of Lindon is going to begin reimbursing the school for crossing guard help at the rate of $12 per hour.

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**11 – ELL Screening Requirements Planning (Discussion Item)**  
Mr. Porter explained to the Board how ELL students are identified for screening purposes. There is a conflict between state required use of WIDA as a single source identifier for all schools that receive federal ELL funding, and what WIDA has told us about WIDA never being intended as a single point identifier. Because the school does not accept funds, we do not have to use WIDA as our single data source, so Mr. Porter went over the various data points that the school is now using to screen ELL students. An updated policy would be coming to the Board at a later time that would codify the school’s methods into the school’s policy.   
  
  
  
**12 – Hope of America Participation (Discussion Item)**  
Mr. Porter led a Board discussion on the costs, logistics, and the known and unknown elements of the upcoming Hope of America event in May of 2022. After the discussion, the united sense of the Board was to have only the 5th Grade students participate in the event this year and to not have the 1st through 4th grade students participate in the traditional floor show that the school has performed in.

**13 – ITBS Spending Annual Approval Request – Frank Anderson**  
Mr. Anderson asked the Board to approve an “standing authorization” to order the annual Iowa testing supplies and the annual Iowa test scoring services. The sense of the Board was to not issue a standing authorization, but instead to continue getting annual authorization.

**14 – Board Member Reports**:

1. **PTO/Curriculum, Jennie Bruce:** Mrs. Bruce reported that 5th grade teacher Miss Clyde had approached Mrs. Bruce asking if teachers could use abridged versions of “Little Women” and “Tom Sawyer” in their classroom instruction. The purpose expressed by the teacher would be to hone in on the gist of the story as opposed to spending as much time as they do on the more difficult but full version language of the original book. After discussion, the Board decided that the benefits of studying the classical language of “the classics” was an essential element of the classical education mission of our school, and that an abridged version should not be used. However, the Board did think that using audio versions of the full classical language for struggling readers would be an acceptable option for all grade levels.
2. **Publicity, Minta Valentine**: None at this time (Mrs. Valentine is not present)

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1. **Uniforms, Amy Tressler:** Mrs. Tressler informed the Board that we were moving forward with the Teacher’s clothing program.
2. **Facilities & Risk Control, Paul Johnson:**  Mr. Johnson asked Lynn Smith if we had a reserve for Capital Improvements, and Mr. Smith responded that while there is not a specific fund per se that there is a substantial amount of savings that the school has put into certificates of deposit.   
     
   Mr. Porter reported that the new security cameras have been installed, but that the school will need to upgrade the school’s 20 year old infrastructure to eliminate bandwidth bottlenecks and support the modern digital equipment that we now have. We will be using our MIT provider (Les Olson Company) to do a full assessment of what infrastructure needs to be updated and/or replaced.   
     
   Mr. Porter also reported that one additional key fob operated lock will be installed and that we are moving towards the goal of making all doors only operate via Key fobs and one key (i.e. the grand master key).
3. **CFO, Rachel Thacker:** None at this time.
4. **Human Resources & Website, Phil Cardon:**  Mr. Cardon reported that he has been updating errors he has found on the website, and will be looking into new blogging functionality that may work as individual teacher pages on the school’s website.
5. **Board Chair, Kim Seager:** None at this time, but will continue working on bringing the “UVU Prep” programs to the school.

**15 – Board Training – Errol Porter**Mr. Porter and the Board agreed that the ELL training presented earlier in the meeting constituted the training for this meeting.

**16 – Closed Session**It was determined and agreed by the Board that there was no need for a closed session at this time.

**17 - Adjournment:**Kim Seager moved to adjourn without objection.