**Timpanogos Academy School Board Meeting  
Thursday Aug 9th, 2018 7:00pm  
Timpanogos Academy Elementary   
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**PRESENT:**   
Board members Rachel Thacker, Amy Tressler, Todd Stevenson, Phil Cardon, Minta Valentine, and Angela Smith were in attendance at 7:00pm, which constitutes a full quorum. Principal Errol Porter is also in attendance.

Board member Kim Seager was excused.

**1.** **Agenda Approval**Rachel Thacker made a motion to revise the agenda as follows: “Add “Lynn Smith – Budget as Item #4” and then add “PTO report” as Item #5, switch current Item #4 and Item #6 in order, and then re-number all affected and following agenda items accordingly. The motion was seconded by Todd Stevenson and passed unanimously.

**2 – Approval of Minutes/Review of last meeting's business/Schedule next meeting**The Board reviewed the minutes from June of 2018 and discussed plans for the Board to man a table at the “Back to School Night”.   
  
Minta Valentine made a motion to approve the June 2018 minutes as amended. The motion was seconded by Todd Stevenson and passed unanimously. The board then established that the next Board meeting would be Thursday, Sept 13th, 2018.

**3 – Public Input:**  
None at this time.

**4 – Budget:**  
Lynn Smith updated the Board on the status of the Budget “to date” and reported that the results of this year’s audit were all good, with no errors in student files. Board member Thacker mentioned that the Auditors told her they like coming to Timp because we were always well prepared.

The Board discussed with Mr. Smith the status of the Special Education Reserves, which had been used up last year because the state has under-funded us every year for the past several years due to their “5 Year Average” funding formulas. It was noted that the school makes up the difference with General Funds.

Board member Thacker then asked Mr. Smith to look at putting money in reserve for anticipated replacement of roof top Air Conditioning units.

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**5 – PTO Report**  
PTO President Michelle Hansen reported that the PTO had excess funds left over from the previous two years and asked the Board for suggestions of where those funds might best be used to benefit the school. The overall Board consensus was that any help with Playground equipment would be welcomed.

**6 – Self Defense Instructor:**  
Alyssa Krug made a presentation to the Board about a proposed Self-Defense program that she would like to develop with the participation of Timpanogos Academy. If the school were to participate, Board member Thacker wanted assurances that this program would be for adults at the school, and not students. The Board then asked Ms. Krug to send more specific details to the board.

**7 – Annual parent Notices:**  
Mr. Porter reported that he is working on establishing a process to make parents aware of where they can find school Policies. This is needed for Transparency requirements, and notice must be given to parents annually.

**8 – Fee Structure:**  
Mr. Porter reported that Mrs. Clyde would be holding an after school Drafting class (“CAD”), and that he would want to see it follow the same fee structure as other after school programs like Mrs. Hornberger’s choir.

Rachel Tacker made a motion to adopt a fee structure policy that specified all after school activities would have an identical fee of $40 per semester. The motion was seconded by Phil cardon and passed unanimously.

**9 – Principals Report:**  
Mr. Porter discussed several items with the Board:  
  
1 – The school was combining 3 lunch periods into 2 in order to better utilize aides and supervision.

2 – Having met with the schools two new teachers, Mrs. Lallatin and Miss Bellon, they were prepared and ready to begin the year.  
  
3 – The school had received two sets of Jet Blue ticket vouchers awarded by Jet Blue in recognition of Mrs. Hill’s volunteer work on behalf of the school.   
  
5 – Enrollment was projected to be 511 which constitute all enrolled students at this time.   
  
6 – Ades will now report to JoDee Mickelsen and will be assigned by Mrs. Mickelsen to maximize their time with students who need help.

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**10 – Rules for Open Meetings:**  
The Board was informed that the school’s charter specified that “4 of 7 Board members” were required to constitute a quorum; but that the SCHOOL’S by-laws specify that “5 of 7 Board members” were required to constitute a quorum. The Board will have to look into this discrepancy and determine or decide which of these two was correct and/or the way the Board would proceed.

**11 – Review of School Charter:**  
The Board tabled this agenda item for a later date.

**12 – Board Member Reports**:

1. **Facilities, Phil Cardon**: None at this time.
2. **Uniforms, Amy Tressler**: None at this time.
3. **Publicity, Minta Valentine**: None at this time.
4. **Human Resources, Todd Stevenson**: Mr. Stevenson reported that our new bank UCCU needed something on our letterhead specifying which board members were authorized to be “signers” for the school. Phil Cardon made a motion to specify that the members of the Budget Committee would always be the ones authorized to be ‘signers”. The motion was seconded by Todd Stevenson and passed unanimously.
5. **CFO, Rachel Thacker -** None at this time.

**9 - Adjournment:**Angela Smith moved to adjourn without objection.