**Timpanogos Academy School Board Meeting  
Thursday Nov 8th, 2018 7:00pm  
Timpanogos Academy Elementary   
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**PRESENT:**   
Board members Rachel Thacker, Todd Stevenson, Kim Seager, Phil Cardon, and Angela Smith were in attendance at 7:00pm, which constitutes a full quorum. Principal Errol Porter is also in attendance.

Board members Minta Valentine and Amy Tressler were excused.

**1 - Agenda Approval**Rachel Thacker made a motion to amend the agenda as follows: Strike “Item #11 Closed Session”. The motion was seconded by Todd Stevenson and passed unanimously. **2 – Approval of Board Minutes /Schedule next meeting**The Board reviewed the previous minutes, and discussed the status of the proposed school marquee. After the discussion, Rachel Thacker made a motion to approve the September 2018 Board minutes as amended. The motion was seconded by Phil Cardon and passed unanimously.  
  
The Board established that the next Board meeting would be Thursday, Jan 10th, 2019.  
  
 **3 – Public Input**  
None at this time.

**4 – Budget Report – 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.

Mr. Smith then went over this year’s Audit Reports from Squire & Company with the Board.

**5 – Financial Audit – Karyl Montgomery:**  
Karyl Montgomery presented the Board with several options for employee health benefit plans. After discussion, the Board directed Mrs. Montgomery to forward the information to the Budget Committee for final selection and approval.

**6 – PTO Report**  
PTO President Michelle Hansen reported that “Red Ribbon Week” was successful, and that surveyed parents were in favor of using PTO funds for playground improvements.

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**7 – Principals Report:**  
Mr. Porter discussed several items with the Board:  
  
1 – Mr. Porter had attended a School Safety Summit in Salt Lake City, and would be considering information that had been presented.

2 – The state was implementing new standards for 3rd Grade DIBELS testing. Currently, at the beginning of the year, Timpanogos Academy 3rd Graders were exceeding the state’s “End of the Year” requirements.   
  
3 – The school had selected the Kocherhans family’s “Chain Breaker” Eagle Project as this year’s Christmas charity.   
  
4 – Mr. Porter had met with Jennifer Howell, an independent Special Education Funding consultant. Ms. Howell’s company could be contracted for $75 per hour to analyze how we’re running and managing our Special Education program to determine how to be more efficient with available funding. (Estimated costs for the entire analysis would be expected to be around $3,000).

**8 – Board Training: Roberts Rules of Order**  
Board member Rachel Thacker led a training overview of the history of Robert’s Rules of Order, plus specific protocol and procedures for “Making Motions” and “Calling the Question”.

**9 – Review of School Charter:**  
Board member Phil Cardon reported on the results of his overview of the school’s charter. After a discussion, the Board consensus was that the school was doing a good job of following the charter as written.

**10 – Board Member Reports**:

1. **Facilities, Phil Cardon**: An occasional electrical charge was detected at a pole in the parking lot, and Mr. Cardon will be working to determine how to isolate and fix the cause.
2. **Uniforms, Amy Tressler**: None at this time.
3. **Publicity, Minta Valentine**: None at this time.
4. **Human Resources, Todd Stevenson**: None at this time.
5. **CFO, Rachel Thacker:** The Board discussed the need for minimum standards for Board Meeting attendance by Board members, as well as how to recruit new Board member candidates.
6. **Curriculum, Kim Seager:** None at this time

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