



Board Meeting Minutes

July 18, 2024

Ornelas Activity Center, 3402 Old Omen Rd, Tyler, TX 75707

The meeting was also available via Zoom

ATTENDING:

Voting Members:

Alan Buckland

Dr. Gina Doepker

Dr. Dominick Fazarro

Dr. Joanna Neel

Dr. Micheal Odell

Dr. Yanira Oliveras

Eric Semlear

Non-Voting:

Heather Bailey

Sammi Broussard

Christian Chesnut

Dr. Aimee Dennis

Dr. Kelly Dyer

Sarah Evans

Rachel Hawkins

Amanda Kaiser

Dr. Jaclyn Pedersen

Dr. Jo Ann Simmons

Deborah Stroud

BOARD MEETING

1. Call to Order

The UT Tyler University Academy Board Meeting was called to order by Dr. Odell, secretary, at 12:00 p.m. on Wednesday, July 18, 2024, confirming the presence of a quorum.

2. Pledge

The Pledge of Allegiance to the American Flag was said, followed by the Pledge of Allegiance to the Texas Flag.

PUBLIC COMMENT

3. Public Comment

No one registered for public comment.

ACTION ITEMS

Initial
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4. Swearing in of Newly Elected/Appointed Members

Christian Chesnut swore in the new members as listed by having them read the Oath of Office and Statement of Officer.

- a. Dr. Joanna Neel- College of Education and Psychology Member
- b. Eric Semlear- UA Longview Parent Member
- c. Dr. Yanira Oliveras- UA Tyler Parent Member

5. Consent Agenda

The minutes of the previous meeting, [Wednesday, June 5, 2024](#), were presented for approval. Dr. Doepker moved to accept the minutes. Dr. Fazarro seconded the motion, and the vote was carried unanimously.

Action Items 6-28 were presented and voted on in groups as listed below:

6. Request Approval of PG-1.106 Disclosure of Campaign Contributions
 7. Request Approval of PG-1.201 Board Meetings
 8. Request Approval of PG-1.203 Records Management
 9. Request Approval of PG-1.204 Record Retention Schedule
 10. Request Approval of PG-1.205 Public Complaints
 11. Request Approval of PG-1.401 School Visitors
 12. Request Approval of PG-3.101 Equal Educational Opportunity
 13. Request Approval of PG-3.509 Student and Parent Complaints and Grievances
 14. Request Approval of PG-5.001 Authority Over Fiscal Matters
 15. Request Approval of PG-5.002 Code of Ethics and Fiscal Stewardship
 16. Request Approval of PG-5.030 Allowable and Prohibited Uses of Funds
 17. Request Approval of PG-5.101 Fiscal Compliance Monitoring
 18. Request Approval of PG-5.102 Financial Management System
 19. Request Approval of PG-5.110 Accounts Payable
 20. Request Approval of PG-5.120 Grant Accounting
 21. Request Approval of PG-5.130 Travel
 22. Request Approval of PG-5.180 Activity Funds
 23. Request Approval of PG-5.190 Financial Reporting
 24. Request Approval of PG-5.210 Cash Management
 25. Request Approval of PG-5.220 Corporate Credit Accounts
 26. Request Approval of PG-5.290 Fundraising
 27. Request Approval of PG-5.310 Capital Assets
 28. Request Approval of PG-5.410 Payroll Advances
- a. PG 1.106, 1.201, 1.205, 1.401, 3.101, and 3.509 were all presented by Dr. Dennis. Dr. Neel moved that the board accept and approve all changes and Dr. Fazarro seconded the motion. It passed unanimously.
 - b. PG 5.001, 5.002, 5.030, 5.101, 5.102, 5.110, 5.120, 5.130, 5.180, 5.190, 5.210, 5.220, 5.290, 5.310, and 5.410 were all presented by Ms. Chesnut. Mr. Buckland moved to accept and approve all changes and Dr. Oliveras seconded the motion. The motion passed unanimously.

- c. PG 1.203, 1.204 were presented by Ms. Kaiser. Dr. Fazarro moved to accept and approve the updates, and Mr. Buckland seconded the motion. The vote was carried unanimously.

29. At 12:20 pm, The Board entered Executive Session under Texas Government Code 551.074 to address School Board President Nominations. The Executive Session ended at 12:24 pm.

30. Request approval of School Board President Nominee

- a. Mr. Buckland nominated Mr. Eric Semlear for School Board President. Dr. Neel seconded the motion. The vote was carried unanimously.

Dr. Odell passed the gavel to Mr. Semlear, and Mr. Semlear presided over the rest of the meeting.

31. At 12:27, the Board went into Executive Session under Texas Government Code 551.089 to address School Safety & Security Committee recommendations for the Basic Emergency Operations Plan, Cybersecurity Annex, Safety Updates, and the Weekly Inspection Data. The Board left executive session at 12:54.

32. Request Approval of the Basic Emergency Operations Plan

- a. Dr. Odell moved to approve the Basic Emergency Operations plan, and Dr. Fazarro seconded the motion. The vote was unanimous.

33. Request Approval of the Cybersecurity Annex

- a. Dr. Oliveras moved to approve the Cybersecurity Annex and Dr. Odell seconded the motion. The vote was unanimous.

34. Request Approval of the District's [Professional Development Schedule](#)

- a. Dr. Dennis presented the Professional Development Schedule for the 2024-2025 school year which included training for board members, safety and security and school staff.
- b. Dr. Fazarro moved to approve the schedule and Dr. Neel seconded the motion. The vote was unanimous.

35. Request Approval of [2023-2024 Budget Amendments](#)

- a. Ms. Chesnut presented the request for the Budget Amendments.
- b. Mr. Buckland moved to approve the amendments and Dr. Fazarro seconded the motion. The vote was unanimous.

36. Request Approval of the 2024-2025 District Calendar

- a. Dr. Dennis presented the calendar updated with the correct number of student required days of school. The last day of school is May 29th, instead of May 28th, and September 23rd will be both a teacher and student holiday.
- b. Dr. Doepker moved to approve the calendar, and Dr. Fazarro seconded the motion. The vote was unanimous.

37. Request Approval of the District Food Safety Plan (HACCP) for 2024-2025

- a. Ms. Kaiser presented the updated District HACCP- updates for the new year, and reflected the October 2023 district data on students qualifying as economically disadvantaged.
- b. Dr. Odell moved to approve the HACCP, and Dr. Oliveras seconded the motion. The vote was unanimous.

INFORMATIONAL ITEMS

38. Financial Updates:

- a. Ms. Chesnut gave the updated [23-24 Budget Report](#): UTTUA received \$8.5 million, and expensed \$10 million. For activities and grant funds, \$168,000 received and \$170,000 expensed. The budget amendment voted on earlier in the meeting addressed several of these reported items.
- b. Ms. Chesnut noted that the 24-25 budget template from the state was very recently received and would be presented at the September Board meeting.

39. Superintendent Report

- a. 2024-2025 District and Campus Improvement Plans were presented by Dr. Simmons.
 - i. [District Improvement Plan 2024-2025](#)
 - ii. [Longview Campus Improvement Plan 2024-2025](#)
 - iii. [Palestine Campus Improvement Plan 2024-2025](#)
 - iv. [Tyler Campus Improvement Plan 2024-2025](#)
- b. [Enrollment Projections for 2024-2025](#) Dr. Simmons wanted to note a public thank you to the campus administrative assistants for all of their hard work in helping to accomplish our enrollment capacity goals.
- c. [2023-2024 STAAR Accountability Preliminary Projections](#)
 - i. Dr. Pedersen presented the data, noting that the final results have not yet been released by the state- these projections were hand calculated by the district.
 - ii. Dr. Simmons wanted to publicly thank our teachers for their hard work and resulting successes. Dr. Pedersen thanked Nikki Hart for her hours of hard work in calculating the data for presentation.
- d. Administrative Updates
 - i. Personnel- all positions are filled
 - ii. Facilities:
 - 1. Palestine: getting awnings over their back porch modular doorways and a new parking lot.
 - 2. The Longview University Center will host UTTUA Longview high school classes until the new facility is in.
 - 3. The Longview campus has a new parking lot and lane expansion, plus use of lab space in the LUC.

40. Adjournment: Dr. Odell moved to adjourn the meeting and Dr. Oliveras seconded the motion. The vote was unanimous. The meeting adjourned at 2:04 pm.

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