



Board Meeting Minutes
January 23, 2025
Ornelas Activity Center, 3402 Old Omen Rd, Tyler, TX 75707

ATTENDING:

Voting Members:

Alan Buckland	Dr. Dominick Fazarro	Dr. Michael Odell
Dr. Gina Doepker	Dr. Joanna Neel	Eric Semlear, Board President

Non-voting attendees:

Heather Bailey	Rachel Hawkins	Dr. Jo Ann Simmons
Sammi Broussard	Shelly Parsons	Eva St. Clair
Christian Chesnut	Tammy Humes	Sheila Thrash
Stephanie Daugherty	Amanda Kaiser	Participants via Zoom link.
Dr. Aimee Dennis	Dr. Jaclyn Pedersen	

Board Meeting

1. Call to Order
The board meeting of the UT Tyler University Academy was called to order at 12:01 p.m. by Mr. Semlear on Thursday, January 23, 2025, confirming that a quorum was present.
2. Pledge
The Pledge of Allegiance to the American Flag was said, followed by the Pledge of Allegiance to the Texas Flag.

Closed Meeting

3. Executive Session- The Board will go into Executive Session under Texas Government Code Section 551.074 to deliberate personnel matters, specifically employment duties.
 - a. The Board entered Executive Session at 12:03 p.m. and exited at 1:14 pm.

Dr. Neel left the meeting at 1:14 p.m., and the quorum was confirmed.

Public Comment

4. Open for Public Comment

- a. There was one registration for public comment. Mr. Semlear read the Board rules and procedures regarding public comment, and then the Board listened to the comments by the registrant, Eva St. Clair.

ACTION ITEMS

5. Consent Agenda
 - a. Approve Previous Minutes, [Thursday, September 12, 2024](#).
 - b. Dr. Odell moved to approve the minutes as presented. Dr. Fazarro seconded the motion, and it passed unanimously.
6. Request Approval of [2023-2024 Annual Finance Report](#) (AFR)
 - a. Copies of the annual financial report were provided to each board member.
 - i. Christian Chesnut, UA Finance Manager, introduced Mr. Belt of Crow, LLC. Mr. Belt presented the AFR: University Academy received the highest level of approval for accuracy and had a good fund balance position.
 - b. Required [Auditor Disclosure Letter: Conclusion of Audit](#), was presented with the AFR.
 - c. Dr. Fazarro moved to accept the 2023-2024 AFR, and Mr. Buckland seconded the motion. It passed unanimously.
7. Request Approval of [PG-5.320 Investment of Funds](#)
 - a. This is a new required policy. UA does not invest any funds.
 - b. Dr. Doepker moved to approve PG-5.320, and Dr. Fazarro seconded the motion. The motion passed unanimously.
8. Request Approval of [PG-5.330 Third-Party Use of Public Property](#)
 - a. UA has aligned all third-party use with UT Tyler policies.
 - b. UT Tyler Police restricts third-party use of UA buildings due to safety concerns for our K-12 population.
 - c. Mr. Buckland moved to approve PG-5.330, and Dr. Odell seconded the motion. The motion passed unanimously.
9. Request Approval of [PG-5.510 Purchasing and Contracting](#)
 - a. UA has aligned all purchasing and contracting policies and procedures with UT Tyler.
 - b. Mr. Buckland moved to approve PG-5.510, and Dr. Fazarro seconded the motion. The motion passed unanimously.
10. Executive Session- The Board will go into Executive Session under Texas Government Code 551.089 to address School Safety & Security Committee recommended updates for the
 - a. Basic Emergency Operations Plan
 - b. Cybersecurity Annex

c. Safety Updates

The Board entered the Executive Session at 1:39 p.m. and exited the Executive Session at 2:08 p.m.

11. Request Approval of the Basic Emergency Operations Plan

- a. Dr. Doepker moved to approve the Basic Emergency Operations Plan, and Dr. Odell seconded the motion. The motion passed unanimously.

12. Request Approval of the Cybersecurity Annex

- a. Dr. Fazarro moved to approve the Cybersecurity Annex, and Dr. Odell seconded the motion. The motion passed unanimously.

INFORMATIONAL ITEMS

Mr. Buckland left the meeting at 2:28 p.m.

Dr. Simmons took a moment to acknowledge National School Board Appreciation Month, and thank the Board members for their support, guidance, and voice at the University and in the community.

13. [Annual Report of the Early Childhood Literacy and Math Plan](#)

- a. Dr. Pedersen explained that our goals did not change and reported no concerns in the data.

14. [Annual Report of the College, Career, and Military Readiness Plan](#)

- a. Dr. Pedersen explained that there were no concerns in the data.

15. Financial Updates

- a. [2024-2025 Budget Report](#): Chesnut reported that we received \$3.9 million in revenue in the General Fund and expensed \$4.5 million. We received \$26,000 in the Activity Fund and expensed \$14,000.
- b. [TEA Review of Annual Financial and Compliance Report \(2022-2023\)](#) Chesnut reported that the Review was completed and received no comments from TEA.

16. Intent to Apply updates:

- a. LASO Cycle 3- UA will not apply due to assurances that we would not qualify.
- b. Mentor Program Allotment Cycle 4- UA will not apply due to assurances that we would not qualify.
- c. Perkins Grant- UA will apply for this grant.

17. [2023-2024 Texas Academic Performance Report \(TAPR\) & Annual Report](#)

- a. Dr. Simmons and Dr. Dennis reported that the TAPR report is an all-inclusive report required by the TEA. It was presented to the Board today and will be

available to all families on the website or as a hard copy in each campus front office.

18. Superintendent Report

- a. Updated [School Board Meeting Dates for 2024-2025](#)
- b. School Board Appreciation Month: Dr. Simmons once again acknowledged and thanked the UA Board Members for their work on UA's behalf.
- c. [District Enrollment and Attendance](#) Dr. Simmons presented UA's enrollment and attendance numbers for the year. Attendance is improving.
- d. Campus Updates
 - i. Longview-
 1. Ms. Hawkins reported that November 6th was a big celebration day on the Longview campus with the opening of their new building.
 2. Longview is hosting an Open House on January 30th in honor of School of Choice Week.
 - ii. Palestine
 1. Ms. Parsons reported that the Palestine campus took first place in a community Christmas Tree Decorating Contest.
 2. Palestine students competed in the Academic Rodeo, Mathletics, and the UIL A+ District meet, bringing home numerous top awards.
 3. Palestine will celebrate School of Choice Week with several on-campus activities and Leader in Me Showcases.
 - iii. Tyler
 1. Dr. Simmons reported that the Tyler campus was collaborating with UT Tyler Athletics to host a Family Basketball Night at a men's and women's Basketball game.
 2. Tyler campus attendance is improving.
 3. Tyler campus is hosting an Informational Open House on January 28th.
- e. Administrative Updates
 - i. Facilities
 1. Longview: Fence expansion
 2. Tyler- Awnings over portable classroom doors
- f. Looking Forward- Waiver Applications/Renewals, 2025-2026 District/Board Calendar Adoptions, Budget Amendments, Financial Updates, Superintendent Evaluations

19. Adjournment: The meeting was adjourned at 2:51 p.m. with a motion from Dr. Odell and a second by Dr. Fazarro. The motion passed unanimously.

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Aimee Dennis

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Signer Events

Eric Semlear

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Board Member

Security Level: Email, Account Authentication (None)

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In Person Signer Events

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Envelope Summary Events

Status

Timestamps

Envelope Sent

Hashed/Encrypted

3/4/2025 9:49:31 AM

Certified Delivered

Security Checked

3/4/2025 12:52:41 PM

Signing Complete

Security Checked

3/4/2025 12:54:24 PM

Completed

Security Checked

3/4/2025 12:54:24 PM

Payment Events

Status

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