

# American Classical Schools of Idaho (ACSI) Board of Trustees

500 SW 3<sup>rd</sup> St., Fruitland, Idaho 83619

## MEETING MINUTES

Date: June 25, 2025

Scheduled Start Time: 7:00 p.m.

Actual Start Time: 7:00 p.m.

1. **Call to Order** by Board Chair, Mr. Lasnick.
2. **Roll Call of Board** by Mr. Lasnick. The following Board members were present: Mrs. Saylor, Mr. Lasnick, and Mr. Dixon, thus establishing a quorum. Other attendees included Dr. Kane, Dr. Francom, Mr. Hunter, Mr. Seely, Mr. Skinner, Mrs. French and Mr. Lambert. Guest(s) included: Mrs. Baughman.
3. **Pledge of Allegiance**
4. **Consent Agenda:**
  - 4.1. Adopt Agenda 6.25.25.
  - 4.2. Adopt Board Meeting Minutes 5.21.25. Mr. Lasnick sought comments or amendments from board members on consent agenda. Hearing none, both items on the consent agenda were adopted.
5. **INCA Budget Hearing and Approval**
  - 5.1. **Action Item: INCA 2024-2025 Amended Budget Hearing and Approval:** Dr. Kane noted the budget would balance with 338 enrolled students and INCA will end with more cash on hand than planned. Following discussion, a motion was made by Mrs. Saylor to adopt the INCA 2024-25 amended budget. The motion was seconded by Mr. Dixon and carried with unanimous consent.
  - 5.2. **Action Item: INCA 2025-2026 Budget Hearing and Approval:** Dr. Kane indicated that 432 enrolled students with 95% attendance along with a philanthropic support goal would allow for a budget with excess cash on hand at year end. Following discussion, a motion was made by Mrs. Saylor to adopt the INCA 2025-26 budget. The motion was seconded by Mr. Dixon and carried with unanimous consent.
6. **Public Comment**
  - 6.1. **Open Public Comment:** No public comments were received prior to the board meeting.
7. **Guest Discourse**
  - 7.1. No guest discourse.
8. **Reports**
  - 8.1. **Finance Oversight Committee:** Mrs. Saylor reviewed balances on all active accounts (bank, CapEd, Bill.com) for ACSI and member schools, noting no irregularities on any accounts.
  - 8.2. **ACSI Executive Director Report:** Mr. Lambert noted that ACSI school leader, staff and faculty presence was very high at the recent Hillsdale Conference. Hilldale was quite pleased with ACSI's engagement. ACSI schools' waitlists total more than 3,000 students.
  - 8.3. **Idaho Novus Classical Academy Principal Report:** Dr. Kane noted the lunch program generated a larger deficit than expected. A plan is in place to cut costs by having lunch prep occur in-house. Enrollment numbers remain strong for next year.
  - 8.4. **North Idaho Classical Academy Principal Report:** Dr. Francom noted the City approved zone change of perspective property from industrial to commercial and Phase II assessment was completed with no

major issues. NICA is on track to close by September or sooner and will begin construction on the new school immediately after.

**8.5. Valor Classical Academy Principal Report:** Mr. Hunter noted Kuna P&Z approved the building design. Four used buses were purchased using CSP funding. This saved close to \$120,000. Groundbreaking is scheduled for July with the launch celebration in August or September.

**8.6. Riverton Classical Academy Update:** Mr. Seely noted that due to the land acquisition announcement, he has seen a spike in intents to enroll.

## 9. Old Business

**9.1. Action Item: ACSI FY26 Budget Second Reading and Approval:** Mrs. French answered questions regarding school fees and indicated no schools would be required to pay fees in the opening year. Fees in later years will be assessed proportional to enrollment and will start at 1% of annual revenue, not to exceed 3%. Following discussion, a motion was made by Mr. Dixon to adopt the INCA 2026 budget. The motion was seconded by Mrs. Saylor and carried with unanimous consent.

**9.2. ACSI Bylaws Amendments Second Reading and Approval:** Mr. Lasnick reviewed modifications. Following discussion, a motion was made by Mrs. Saylor to adopt the ACSI ByLaws Amendments. The motion was seconded by Mr. Dixon and carried with unanimous consent.

## 10. New Business

**10.1. Action Item: Open accounts with Umpqua Bank for VCA:** Mrs. French discussed security benefits of Umpqua Bank. Following discussion, a motion was made by Mr. Dixon to open accounts with Umpqua Bank for VCA. The motion was seconded by Mrs. Saylor and carried with unanimous consent.

**10.2. Action Item: Switch accounts to Umpqua Bank for ACSI:** Mrs. French recommended ACSI switch to Umpqua due to enhanced banking and security benefits. Following discussion, a motion was made by Mr. Dixon to switch accounts to Umpqua Bank for ACSI. The motion was seconded by Mrs. Saylor and carried with unanimous consent.

**10.3. Action Item: Approve NICA PSA:** Mr. Den Hartog noted the city of Bonner's Ferry is very supportive of the proposed school location with Building Hope financing then leasing back the property. Closing is planned for late August/early September and ACSI's attorney reviewed and approved the PSA. Following discussion, a motion was made by Mrs. Saylor to approve the NICA PSA. The motion was seconded by Mr. Dixon and carried with unanimous consent.

**10.4. Action Item: Approve INCA AY25-26 Employee Handbook:** Dr. Kane noted modifications to the existing handbook. Following discussion, a motion was made by Mr. Dixon to approve INCA AY25-26 Employee Handbook. The motion was seconded by Mrs. Saylor and carried with unanimous consent.

**10.5. Action Item: Approve INCA AY25-26 Family Handbook:** Dr. Kane noted modifications to the existing handbook. Following discussion, a motion was made by Mr. Dixon to Approve INCA AY25-26 Family Handbook. The motion was seconded by Mrs. Saylor and carried with unanimous consent.

**10.6. Action Item: Approve INCA AY25-26 Financial Policies and Procedures:** Dr. Kane noted modifications to the Financial Policies and Procedures. Following discussion, a motion was made by Mrs. Saylor to approve INCA AY25-26 Financial Policies and Procedures. The motion was seconded by Mr. Dixon and carried with unanimous consent.

**10.7. Action Item: Approve INCA AY25-26 Slate of Employees:** Dr. Kane presented the slate of employees. Following discussion, a motion was made by Mr. Dixon to approve INCA AY25-26 Slate of Employees. The motion was seconded by Mrs. Saylor and carried with unanimous consent.

**10.8. Action Item: Approve INCA AY25-26 Charter Specific Teacher Certifications:** Dr. Kane noted Charter Certification is mission critical and INCA faculty is in favor of growth and development. Hillsdale training is mandatory for all faculty. Following discussion, a motion was made by Mrs. Saylor to approve INCA AY25-26 Charter Specific Teacher Certifications. The motion was seconded by Mr. Dixon and carried with unanimous consent.

**10.9. Action Item: Approve INCA AY25-26 Bus Routes:** Dr. Kane noted that a 4th bus route has been added to include more stops. Bus rides are typically under 1 hour. Following discussion, a motion was made by Mrs. Saylor to approve INCA AY25-26 Bus Routes. The motion was seconded by Mr. Dixon and carried with unanimous consent.

**10.10. Action Item: Executive Session Pursuant to Idaho Code 74-206 (b)/(j): (a) (action item)** A motion was made by Mr. Dixon to move into executive session. The motion was seconded by Mrs. Saylor and a voice roll call was taken.

Mrs. Saylor: yes

Mr. Dixon: yes

Mr. Lasnick: yes

Executive session entered at 8:33 pm. The executive session ended at 8:48 pm.

**10.11. Action Item: Approve Documentation from Executive Session (if needed):** A salary offer letter was reviewed by the board. Following discussion, a motion was made by Mr. Dixon to approve the salary offer letter. The motion was seconded by Mrs. Saylor and carried with unanimous consent.

## **11. Adjournment**

**11.1. Having completed the agenda, the meeting was adjourned at 8:41 pm.**

Minutes recorded by:

Stacy Saylor, ACSI Treasurer

Minutes reviewed and submitted by:



John Bassetti, ACSI Secretary