

American Classical Schools of Idaho (ACSI) Board of Trustees

500 SW 3rd St., Fruitland, Idaho 83619

MEETING MINUTES

Date: Aug 9, 2023

Time: 7:00 p.m.

1. **Call to Order** by Board Chair, Mr. Lasnick.
2. **Roll Call of Board** by Secretary, Mr. Bassetti. The following Board members were present: Mrs. Saylor, Mr. Lasnick, Mr. Ryan, Mrs. David and Mr. Bassetti, thus establishing a quorum. Other attendees included Dr. Francom, Dr. Kane, Mr. Ford and Mr. Lambert.
3. **Pledge of Allegiance**
4. **Consent Agenda (Action Item)** Mr. Lasnick asked if there were any objections to the consent agenda. As there were no objections, Mr. Lasnick moved to adopt items on the consent agenda which was seconded by Mrs. Saylor and approved by unanimous consent.
 - 4.1. Adopt 8.9.23 board meeting agenda
 - 4.2. Adopt 7.12.23 meeting minutes
5. **Community Comments**
 - 5.1. **Open Community Comments:** No community comments were received prior to board meeting.
6. **New Business**
 - 6.1. **American Classical Schools of Idaho Executive Director Report:** Mr. Lambert indicated that solid advice and council from Givens Pursley was effective in bolstering TVCA's expansion efforts and TVCA was well-positioned for the upcoming Planning and Zoning meeting on Sept 11th. Even with the modified hearing date, TVCA was still within existing project timeline constraints and Bouma continued to be supportive. This potential location would capture significant enrollment both south and north of Highway 84. A suggestion by Mr. Lambert and subsequent discussion among the board supported representation from the Meridian school to present their monthly dashboard. The last in a series of presentations was given to CSGF by Mr. Lambert, Mr. David and Mr. Lasnick this past Monday with the next step being a presentation to the CSGF Credit Committee on August 18th, a subsequent Board meeting presentation in October with likely funding in December. Outreach continued with founding groups in Burley. Meridian group is seeking a 2026 opening. Separately, a presentation to the Middleton City Council by ACSI and interested parents is expected to occur soon.
 - 6.2. **Idaho Novus Classical Academy Report:** Dr. Kane indicated 22 students were added this past month for a total of 586 students now on the intent-to-enroll list and expected to exceed 600 students soon. INCA will transition into the "lottery enrollment phase" on November 1st, 2023 when School Mint becomes open for enrollment. Effort has also been directed toward defining the scope of low voltage electrical equipment and infrastructure in preparation for bid solicitation. Dr. Kane provided an update on the BBQ at Avimor this past weekend for families on the intent-to-enroll list. Approximately 100 people attended and sampled lunch from the Healthy Scholars program. Dr. Kane and Maj. Sims have nearly completed final drafts of handbooks covering a myriad of topics including arrival/dismissal protocols, special events, student parking as well as many other topics which were expected to be brought to the next ACSI Board meeting for approval. It is noted that these handbooks have been adapted from TVCA handbooks and have proven their utility to TVCA and were revised where needed. Dr. Kane noted a separate bank account was opened to keep \$355,606 in JKAFF pre-operational funds separate from fundraising dollars. Information regarding the groundbreaking is forthcoming but is expected to occur in mid-to-late September and was coordinated by Mr. Titmus and Mrs. David. Dr. Kane indicated the CSP grant had

already been spent for items reviewed and approved by the board including buses, School Mint, furniture and whiteboards and was expected to be closed out soon. An updated version of financial policies was brought to the board for review after feedback pertaining to federal grants was incorporated into the policies to ensure Idaho DOE compliance. Mr. Lasnick reiterated the importance of the compliance review process and the board's role in the process. Mr. Lambert described his role in the review process as well as the importance of empowering local school leadership by giving principals hiring, firing and financial authority. Dr. Kane provided a general progress update on INCA which he deemed largely ahead of schedule, attributing it largely to the support BLUUM provided in the form of the fellowship program. A total of eight employees have been hired with additional jobs to be posted and job fair outreach to be undertaken in earnest in early September.

6.3. North Idaho Classical Academy Report: Dr. Francom confirmed a drop in student enrollment which he predicted would occur during our previous meeting after the opening date was shifted from 2024 to 2025. This shift was largely a result of the loss of kindergarten enrollment for the 2024 school year. Applications to the local school district were expected to be submitted this week and to the Idaho State Charter School Commission in September. Exploration into the feasibility of the NICA facility continued with contractor meetings intended to clarify scope and renovation pricing. The owner continued to hold the property as exploration into feasibility, project phasing, life safety systems, code requirements and pricing exploration continued. Mr. Lambert reiterated interest in the facility for its potential utility as an adult education and faculty training center as well. Mr. Bassetti inquired about the potential for the facility to serve as a source of revenue and Mrs. David asked about the experience of potential contractors to build the facility for NICA.

7. New Business

- 7.1. Contract with Mr. Ford:** Mr. Lambert and board members discussed the revised and updated contract with Mr. Ford for advisory services. Numerous examples of overwhelmingly useful and critical decision-making information provided by Mr. Ford are highlighted by board members including Mrs. Saylor, Mr. Ryan and Mr. Lasnick in support of his contract renewal. Mr. Ford also highlights his experience and role in replicating quality schools resulting in over 200,000 charter school seats across the country. Specific items on the near-term horizon requiring advisory services are discussed and deemed by the board to be necessary. The structure and terms of the contract and renewal frequency are also discussed and agreed upon. Mrs. Saylor made a motion that the contract in the amount of \$25,000 for Ford Research and Solutions be approved, subject to a quarterly review. The motion was seconded by Mrs. David and was approved with unanimous consent.
- 7.2. Establish ACSI Governance Committee:** Mr. Lasnick reviewed documents and discussed expectations related to a proposed governance committee and identified lessons learned from TVCA's Governance Committee. There were no comments or questions from board members related to the documents and expectations and Mr. Bassetti volunteered to chair the committee, noting a need to fill the secretary slot. A motion was then made by Mrs. David to establish an ACSI Governance Committee and Mrs. Saylor seconded. With unanimous support, the motion carried.
- 7.3. Establish New Board Member Packet:** Mr. Lasnick provided a brief overview of an outline of contents for incorporation into a board member orientation packet and sought a motion to adopt them. Mr. Bassetti moved to adopt the ACSI Board Orientation Packet, ACSI Board Member Agreement and Code of Conduct Mr. Carpenter as distributed in advance of the meeting and subject to some edits. This motion was seconded by Mrs. Saylor and adopted by unanimous consent.
- 7.4. Establish ACSI Annual Budget:** Mr. Lambert reviewed financials reconciled through 6/23 and annual budget forecast as well as the most recent financial statement, highlighting ACSI's net income position and a singular outstanding commitment. Mr. Carignan reviewed and agreed with the proposed ACSI annual budget. Board members discussed the compensation review process and Mr. Ryan illustrated

benchmarking steps taken to establish ACSI employee compensation, including Executive Director compensation. In addition, the CGSF provided recommendations on staffing levels. Mr. Lambert did not participate in establishment of his salary. Board members discussed if a business case for a bonus structure was warranted but determined this to be unnecessary and problematic to administer across schools. Mrs. David asks about the role of Mr. Mendenhall as highlighted within the budget and his role in managing social media and communication and Mrs. Saylor sought to clarify the start date of ACSI. A motion was made by Mrs. Saylor to adopt the proposed budget for 2023-2024 which was seconded by Mr. Bassetti. With unanimous consent, the motion carried and the proposed budget was adopted.

7.5. Adopt ACSI Oath for Board Members and School Leaders: Mr. Lambert read and board members discussed a proposed oath to be taken by board members and school leaders to affirm their commitment to the mission of ACSI. Mr. Ryan made a motion to adopt the oath and Mrs. David seconded and the motion carried with unanimous consent.

8. Adjournment: Having completed the agenda the meeting is adjourned at 8:58 P.M.

A handwritten signature in black ink, appearing to read 'JB', with a long horizontal line extending to the right.

John Bassetti, ACSI Board Secretary