

American Classical Schools of Idaho (ACSI) Board of Trustees

500 SW 3rd St., Fruitland, Idaho 83619

MEETING MINUTES

Date: June 12, 2024

Scheduled Start Time: 7:00 p.m.

Actual Start Time: 7:02 p.m.

1. **Call to Order** by Board Chair, Mr. Lasnick.
2. **Roll Call of Board** by Treasurer, Mrs. Saylor. The following Board members were present: Mrs. Saylor, Mr. Lasnick, Mrs. David and Mr. Bassetti, thus establishing a quorum. Other attendees included Dr. Kane, Dr. Francom, Dr. Horton, Mr. Coba, Mr. Lambert, Mr. Dixon, Mr. Carignan.
3. **Pledge of Allegiance**
4. **Consent Agenda:**
 - 4.1. Adopt Agenda 6.12.24. A motion was made by Mr. Bassetti to adopt the amended 5.8.24 agenda which was seconded by Mrs. Saylor and adopted with unanimous consent.
 - 4.2. Adopt Board Meeting Minutes 5.8.24. A motion was made by Mr. Bassetti to adopt the 5.8.24 meeting minutes which was seconded by Mrs. David and adopted with unanimous consent.
5. **Public Comment**
 - 5.1. **Open Public Comment:** No public comments were received prior to the board meeting.
6. **New Business**
 - 6.1. **Action item: INCA FY24-25 Annual Budget Hearing:** Mr. Carignan summarized the proposed budget and demonstrated that it reconciled the budget document submitted to the Department of Education. Dr. Kane stated that the budget represents a realistic but conservative budget to run the school based on full enrollment and 95% attendance. A motion was made by Mrs. Saylor and seconded by Mr. Bassetti to approve the INCA AY24-25 Annual Budget. The motion was approved by unanimous consent.
 - 6.2. **Action item: Approve INCA AY24-25 Slate of Employees:** Dr. Kane noted employees are from Idaho, Florida, California and Alaska. Mr. Lambert mentioned that two employees came from TVCA and a third is an alumni of Atlanta Classical Academy. A motion was made by Mrs. David and seconded by Mrs. Saylor to approve the INCA AY24-25 Slate of Employees. The motion was approved by unanimous consent.
 - 6.3. **Action item: Approve INCA AY24-25 Charter Specific Teacher Certifications:** Dr. Kane requested approval for 12 teachers, 1 administrator, and the plan for their mentorship and professional development so that they may submit completed applications to the Idaho Department of Education and secure their certificates. A motion was made by Mrs. Saylor and seconded by Mr. Bassetti to approve the INCA AY24-25 Charter Specific Teacher Certifications. The motion passed unanimously.
 - 6.4. **Action item: Approve the INCA AY24-25 Bus Routes:** Dr. Kane explained that students come from 32 school districts and bus routes will be provided in the primary attendance zone. Students outside of the primary attendance zone are able to utilize any of the stops along the routes. The max. bus ride time is about 45 minutes. The actual pick up/drop off times are tentative until enrollment is complete. A motion was made by Mrs. David and seconded by Mrs. Saylor to approve the INCA AY24-25 Bus Routes. The motion passed unanimously.

- 6.5. **Action item: Approve NICA Financial Policies & Procedures:** Dr. Francom stated that the proposed policies and procedures are similar to those of TVCA and INCA. Dr. Francom noted that on Bluum's advice, an increase in mileage reimbursement and an allowance for meals when traveling has been included in the NICA Financial Policies & Procedures. Discussion followed regarding the meal expense between Mr. Lasnick and Mr. Lambert. A motion was made by Mrs. Saylor and seconded by Mrs. David to approve the NICA Financial Policies & Procedures. The motion passed unanimously.
- 6.6 **Valor Classical Academy 2-Year Roadmap:** Mr. Lambert summarized the 2-Year Roadmap as ACSI's strategy to collaborate with prospective Community Founding Groups (CFGs). VCA has met the criteria in the roadmap. In addition, two fellowships for 1st year school leaders have been awarded: \$130,000 for LTC Hunter from the Borbonus Family Foundation and \$130,000 for Mrs. Amber Orozco from JKAF. The second year of the roadmap is to be paid for by CSP grant funds.
- 6.7 **Executive Session Pursuant to Idaho Code 74-206(a)**
 - 6.7.1 A motion to move to an executive session is made by Mrs. Saylor and seconded by Mr. Bassetti and approved with unanimous consent. Non-executive committee members are excused from the meeting and the executive session commenced at 7:45 P.M. and concluded at 7:55 P.M.
- 6.8 **Action Item: Approve VCA 2-Year Roadmap:** Following discussion by Mr. Lambert, a motion was made to approve VCA 2-Year Roadmap by Mrs. Saylor and seconded by Mr. Bassetti. The motion passed unanimously.
7. **Guest Discourse**
 - 7.1 **Paradigm of Idaho Update:** Mr. Caba provided an update on the water/waste water facility for the NICA project. Environmental testing is in progress and the project budget has not changed.
8. **Reports**
 - 8.1. **Finance Oversight Committee:** Mrs. Saylor provided the finance committee report for ACSI and including bank balances, financials (credit cards, bill.com statements, receipts, relevant receipts and purchases). Mrs. Saylor also provided additional quotes and discussion related to potential new CPA/Auditor to prepare 12/23 tax return. Mr. Carignan answered questions relating to tax form, audits and changing ACSI from a calendar year to a fiscal year.
 - 8.2. **ACSI Executive Director Report:** Mr. Lambert indicated progress continued on TVCA upper school and as expected, the bonds sold 6/4/24. Good progress continues on aspects related to INCA construction and opening. Mr. Lambert reiterated Valor Classical 2026 opening and continued partnerships with M3 and Bouma. Valor has been approved to become a founding group beginning in July 2024. Dr. Francom assisted in an Outreach event in Sandpoint for a forming founding group. ACSI hosted a donor event at the beautiful Three Rivers Ranch offered by the owner, Mr. Sali. Mrs. Baines, ACSI Development & Outreach Director, put this excellent event together and it was very well attended.
 - 8.3. **Idaho Novus Classical Academy Principal Report:** Dr. Kane reported that enrollment is still in flux and has spoken to families who have decided not to enroll due to the travel distance and applications are still being accepted. Currently, there are 366 students enrolled and 21 on the wait list with significant progress having been made on prior shortfall in grades 2 and 4. Dr. Kane is also engaging in social media marketing and expects full enrollment and he noted that 36 employees have been hired with all positions filled except Kitchen Manager. About 85% of families have attended parent orientation. Facility construction is on schedule however an unanticipated contingency expense has occurred resulting in a shortfall for playground equipment. Avimore is allowing the school to use their structural fill on site as needed and continues to be a good partner with INCA. Dr. Kane has implemented a school fundraiser in order to purchase the equipment at a significant discount. For INCA's groundbreaking ceremony, Dr. Kane has contacted Dr. Daniel Coupland, dean of the Graduate School of Classical Education at Hillsdale College to be the guest speaker.

8.4. North Idaho Classical Academy Principal Report: Dr. Francom noted continuing strong intent to enroll numbers and five teachers have been hired: literacy coordinator, 4th, 5th, Art, and Spanish. The CSP Grant has been submitted for \$2,000,000 and the JKAF Grant for \$1,544,000 has been approved pending DEQ sign off.

9. Adjournment

9.1. Having completed the agenda, the meeting is adjourned at 8:36 pm.

John Bassetti, ACSI Secretary (Approval)

Stacy Saylor, ACSI Treasurer (Notes)