

American Classical Schools of Idaho (ACSI) Board of Trustees

500 SW 3rd St., Fruitland, Idaho 83619

MEETING MINUTES

Date: Feb 22, 2024

Scheduled Start Time: 7:00 p.m.

Actual Start Time: 7:01 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, Mrs. David and Mr. Bassetti, thus establishing a quorum. Other attendees included Mr. Ford, Dr. Kane, Maj. Calkins, Mr. Naugle, Mrs. Young, Mrs. Petersen, Rep. Dixon, Mr. Johnson, Mr. Lambert, Ms. French, Mr. Seely.
3. **Pledge of Allegiance**
4. **Action Item: Adopt Agenda 2.22.24**
 - 4.1. Mr. Lasnick requested and Mr. Bassetti provided a motion to adopt the 2.22.24 agenda. The motion was seconded by Mrs. Saylor and approved by unanimous consent.
5. **Consent Agenda (Action Item)**
 - 5.1. Mr. Lasnick requested and Mr. Bassetti provided a motion to adopt the 1.10.24 meeting minutes. The motion was seconded by Mrs. Saylor and approved by unanimous consent.
6. **Public Comment**
 - 6.1. **Open Public Comment:** No public comments were received prior to board meeting.
7. **Guest Discourse**
 - 7.1. **INCA Revolving Loan Fund Update:** Mr. Lambert spoke on behalf of Mr. Ford until his arrival at 7:10 p.m. Mr. Lambert indicated the revolving loan fund for INCA had closed and was expected to fund soon. As the first ever revolving loan fund for this purpose in Idaho, the importance of these funds in creating a strong balance sheet was reiterated. Mr. Ford indicated that ACSI covered the most recent interest payment on behalf of INCA. He stressed the extensive time commitment made by many individuals, notably Mr. Lasnick, Mrs. Saylor, Mr. Carignan and others who worked hard toward this successful “first” for the state of Idaho.
 - 7.2. **Valor Classical Academy ACSI Candidate Report:** Mr. Naugle provided an update on the Valor Classical Academy effort which included a conditional use hearing with the City of Kuna and “solidification” of three or four founding group members from Kuna. Mr. Naugle indicated the logo creation process was started with a draft logo expected in two weeks. He also indicated that an active search was underway for a school leader candidate and that the intent-to-enroll count stood at 360 and slowly but steadily growing. Mr. Naugle and Mr. Lambert clarified the initial hearing was to inform and get buy-in from Kuna city council on the ACSI school model. M3 (developer) would walk Kuna Planning and Zoning department members through the CUP process. Mrs. David sought to clarify whether founding group members would pay for logo expenses and Mr. Lambert indicated ACSI will incur the expense. Assuming draft MOA approval by the ACSI Board (Item 11.2), the MOA with Valor was expected to be executed tonight.
 - 7.3. **Minidoka – Cassia Classical Academy ACSI Candidate Report:** Mrs. Peterson provided an update of efforts at Minidoka – Cassia. Mrs. Peterson indicated the current intent-to-enroll at 344. She also indicated Mr. Lambert would be presenting on March 12th with community members and business leaders. Mrs. Peterson continued to pursue leads on land donations at two locations.

8. **Review of Authorizer Unique Correspondence:** No unique authorizer correspondence required review.

9. **Reports**

- 9.1. **Finance Oversight Committee:** Mrs. Saylor indicated recent efforts related to the revolving loan fund did not allow for preparation of monthly financials from BLUUM. Financial reporting from BLUUM is expected to be provided on schedule during ACSI's March meeting.
- 9.2. **Governance Committee:** Mrs. David indicated the governance committee was still working on new board member search and selection. Mrs. David indicated two potential candidates would be discussed during agenda item 10.2.
- 9.3. **ACSI Executive Director Report:** Mr. Lambert indicated the bond for TVCA was going into the underwriting phase and expected to go to market on Mar 14th. An update on the property in Payette was communicated to the school community with a very positive outcome and progress toward securing the property was expected. INCA continued to show ahead-of-schedule success on teacher hiring and all aspects of facility readiness. NICA facility finance discussions were advancing with Building Hope and JKAFF and other partners. Engineering analysis was expected to proceed in order to meet conditions set forth by conditional use permit. Ms. French worked with Mr. David to perform a domain migration for ACSI to a standalone domain. The ACSI 2024-2025 budget meeting was delayed and expected to be presented at the next meeting.
- 9.4. **Idaho Novus Classical Academy Principal Report:** Dr. Kane acknowledged all participants in the RLF process and recognized Mr. Ford for the positive impact a 0% interest loan would have. Dr. Kane stated that 424 enrollment applications were received with most grades filled but acknowledged a final marketing push could increase those numbers. The lottery will conclude around 450 students with subsequent applications used to generate a waitlist. After the inaugural enrollment lottery on March 6th, focus will shift to preparations for opening day. Hiring continued ahead of schedule with a third employee (Enrollment and Communications Coordinator) beginning employment on April 1st.
- 9.5. **North Idaho Classical Academy Principal Report:** Maj. Calkins was welcomed by the ACSI board and provided an introduction to the board and guests. He indicated that after a surge over the last three or four weeks, the intent-to-enroll stood at 550 students. On February 1st, NICA leadership met with potential financing partners to discuss loans and other avenues for facility financing. Maj. Calkins described efforts underway with the DEQ and external consultants to assess sewer and water capacity for the facility. Outreach efforts including a billboard and a podcast demonstrate success in generating additional interest and keeping momentum as demonstrated by a recent open house attended by over 50 kids.

10. **Unfinished Business**

- 10.1. **ACSI Bylaws Amendment:** Mr. Lasnick provided a summary of bylaw update efforts with he and Mr. Bassetti describing the collaboration process and legal review culminating in completion of the first major revision of the bylaws since inception. The final version of the bylaws and accompanying "summary of updates" were executed following a motion by Mrs. Saylor to adopt the ACSI bylaws as amended per the 2.22.24 version. Mr. Bassetti seconded the motion, and the bylaws were adopted with unanimous consent.
- 10.2. **New Board Members Discussion:** Mrs. David initiated discussion on new board members, suggesting official onboarding proceedings occur at the ACSI annual meeting when the onboarding packet is complete. Suggestions were made for onboarding at the annual meeting (to give committee time to complete onboarding packet) as well as suggestions in favor of giving board members an opportunity to "onboard" in a more unofficial capacity as a pathway to full board membership. This option is uniformly supported as it is likely to bolster the capacity of the board to undertake its work. Board members also discussed and agreed upon the need for an application and fingerprinting/background check. Creation

of an annual schedule was determined to help the board in achieving not only onboarding-related goals but also overall planning.

11. New Business

- 11.1. ACSI Financial Policies and Procedures (Action item):** Mr. Lambert provided an overview of ACSI's financial policies and procedures which were previously distributed to the board. Details of the plan for payments were provided as well as financial controls. Utilization of the "Bill Spend and Expense" platform was described in detail and the process for monthly board review was discussed. Several scenarios were described by Mr. Lambert and several process, administration and efficiency-related questions were asked by board members. A motion was made by Mr. Bassetti to approve ACSI financial policies and procedures. The motion was seconded by Mrs. David and approved by unanimous consent.
- 11.2. ACSI CFG Memorandum of Agreement (Action item):** Mr. Lambert described the CSI CFG Memorandum of Agreement and its intent as a standard agreement with community founding groups. This document was previously distributed to the board for review. The document was authored and reviewed by Mr. Yorgason and provided important "guardrails" for founding groups intended to ensure growing and flourishing partnerships with ASCI. Following questions and discussion, Mr. Bassetti made a motion to approve the ASCI CFG Memorandum of Agreement. The motion was seconded by Mrs. David and carried with unanimous consent.
- 11.3. NICA Ruen-Yeager Water and Septic Facility Plans (Action item):** The NICA charter, approved with a conditional use plan to operate on Boulder Creek property, has a remaining DEQ requirement of a water facility and sewer facility plan. Local consulting firm, Ruen-Yeager, has a long history with the Boulder Creek property and is being retained to provide evaluation and design assistance for sewer and water systems on Boulder Creek. The initial portion of the evaluation did not require board approval as it was under the threshold requiring board evaluation. However, two additional supplemental plans were needed to meet DEQ requirements. These included supplemental agreements for both a water facility plan and a wastewater facility plan for existing systems. These documents were previously distributed to the board for review. After questions and discussion, Mr. Bassetti made a motion to authorize both the Supplemental Agreement for a Water Facility Plan and the Supplemental Agreement for a Wastewater Facility Plan, as provided by Ruen-Yeager. Mrs. Saylor seconded the motion which was approved by unanimous consent.

12. Ongoing Board Development and Self-Assessment

- 12.1.** Mrs. David provided board development utilizing a risk "matrix" which was adopted by a well-known expert in charter school board development.

13. Adjournment

- 13.1.** Having completed the agenda, the meeting was adjourned at 8:56 P.M.



John Bassetti, ACSI Board Secretary