

American Classical Schools of Idaho (ACSI) Board of Trustees

500 SW 3rd St., Fruitland, Idaho 83619

MEETING MINUTES

Meeting Location: Idaho Novus Classical Academy, 19255 N McLeod Way, Boise ID 83714

Date: Mar 25, 2026

Scheduled Start Time: 7:00 p.m.

Actual Start Time: 7:00 p.m.

Meeting Location: Virtual

1. **Call to Order** by Board Chair, Mr. Lasnick.
2. **Roll Call of Board** by Mr. Lasnick. The following Board members were present: Mr. Dixon, Mrs. Edinger, Mr. Lasnick, Mrs. Saylor, Mr. Schwalbach and Mrs. Baughman, thus establishing a quorum. Mr. Bassetti was absent. Other attendees included Dr. Francom, Mr. Hunter, Dr. Kane, Mr. Seely, Mrs. French, Mr. Den Hartog, Mr. Lambert and Johnathon Caradonna (Paradigm).
3. **Pledge of Allegiance**
4. **Consent Agenda:**
 - 4.1. Adopt Agenda 3.25.26.
 - 4.2. Adopt Board Meeting Minutes 2.25.26. Mr. Lasnick sought comments or amendments from board members on consent agenda. Hearing none, both items on the consent agenda were adopted.
5. **Public Comment**
 - 5.1. **No public comments**
6. **Guest Discourse**
7. **Reports**
 - 7.1. **Finance Oversight Committee:** Mrs. Saylor reviewed balances of accounts. Information related to a new investment account is now available on the board drive. If the Board donates to Idaho Gives from May 4-7, we will win a prize. Reminder that percent of Board donating each year is a question that comes up on grant applications. Mrs. Saylor also discussed regular donation options outside of Idaho Gives (check or online).
 - 7.2. **American Classical Schools of Idaho CEO Report:** Mr. Den Hartog presented the ACSI dashboard. Mr. Lambert and Mr. Den Hartog have committed that one of them will be at every NICA onsite with a contractor. Philip Schwenk is coming online as ACSI fellow who will assist with starting schools and the micro-schools project. CSGF Board Meeting tomorrow. Should receive indications of CSGF grant potential by the end of the week.
 - 7.3. **Idaho Novus Classical Academy Head of School Report:** Dr. Kane reported that attendance concerns on the last dashboard have been addressed and numbers are now correct. Highlighted current happenings at Idaho Novus including 1 (possibly 2) student(s) who qualified for National Civics Bee. Offered 91 lottery seats, including 54 kindergarteners. Almost 2/3 of incoming kindergarteners are siblings of current students. Will have the official launch of Enduring Foundations Capitol Campaign at upcoming gala. Hiring going well. Have finalists for 4 positions, still looking to fill 3 other positions. Answered questions from board members.
 - 7.4. **North Idaho Classical Academy Head of School Report:** Dr. Francom presented the dashboard. 232 students are currently enrolled (capacity is 240). Most of the faculty have been hired. Strong potential to fill remaining spots. Front page story in Bonner County Daily Bee about NICA building. Facility progress

on time. Lottery went well. A lot of in-person and online attendance for the lottery. Hired faculty members continue visiting sister schools. The assistant head of school started on Monday.

7.5. Valor Classical Academy Head of School Report: Mr. Hunter presented the dashboard. The lottery went well. 440-450 enrollments (that number increases daily). Enrolling up to 60 students per grade. Budget is based on 420. Will have 480 if all grades are fully enrolled, but this will allow a cushion. Offered 20 out of 26 faculty positions and have strong candidates for 4 more. Construction on time and on budget.

7.6. Riverton Classical Academy Head of School Report: Mr. Seely presented the dashboard. RCA continues to have a favorable relationship with the city. Soliciting banks for senior lender. Intends to enroll continue to rise and work is being done to help speed that rate of increase. Holding monthly community information sessions across the primary attendance zone in a different location each month. Going to add marketing via tables outside grocery stores and looking into Instagram marketing to reach younger parents. Capital campaign work continues.

8. Old Business

9. New Business

9.1. Approve NICA/VCA Administrator Evaluation Policies (Action Item): Mr. Lambert discussed the policies. ACSI knows from INCA and TVCA what the state will accept. These are the same forms as INCA and TVCA, except for logos. Because each school is a different LEA the state requires they are approved separately. A motion was made by Mr. Dixon to approve the NICA/VCA Administrator Evaluation Policies. The motion was seconded by Mrs. Edinger and approved with unanimous consent.

9.2. Approve Audit Engagement Letters for INCA/NICA/VCA (Action Item): SSO Survey: Mr. Lambert presented. Engaging these auditors is recommended by Mr. Carignan. A motion to approve the audit engagement letters for INCA/NICA/VCA was made by Mrs. Saylor and seconded by Mr. Dixon. The motion was approved with unanimous consent.

9.3. Approve NICA/VCA Wellness Policy (Tentative) (Action Item): Mrs. French shared with the board that these wellness policies are exactly the same with the exception of the name of the school. This policy is required to set up NSLP programs at schools. Over time the policies may deviate as stakeholders get involved, but the state has signed off on these initial versions and board approval is required. In the future, these policies will come before the board again every 3 years for review. In intermediate years, non-significant changes are addressed by the school level committee. These policies will be an addendum to the family handbook. Mr. Dixon motioned to approve the NICA/VCA Wellness Policies. Mrs. Saylor seconded. The motion passed with unanimous consent.

9.4. Approve NICA/VCA NSLP Procurement Policy (Tentative) (Action Item): Mrs. French said roughly 95% of this document comes from the state or USDA. This policy concerns only child nutrition. Nothing in this policy that contradicts existing financial policies and procedures. Mr. Dixon made a motion to approve the NICA/VCA NSLP Procurement Policy. The motion was seconded by Mrs. Edinger and approved with unanimous consent.

9.5. Approve RCA General Contractor Selections (Tentative) (Action Item): Mr. DenHartog introduced the topic and invited Mr. Johnathan Caradonna (Owner's Representative) with Paradigm to present the Selection Summary. The submissions were reviewed by Mr. Lambert, Mr. Den Hartog & Mr. Seely in addition to review by Paradigm. 2 architects and 5 general contractors responded to the RFQs. Mr. Caradonna presented the scoring for the RFQs as well as recommendations. Paradigm will be involved in sub-contractor selection and help to insure local subs are involved. Paradigm requires 3 qualifying bids for sub-contractors. Anticipate local subs in most of the trades, dependent on schedule and timeline. Paradigm recommends HC Company as GC. Mrs. Baughman went on record with potential conflict of interest. Chose to recuse herself from the vote to avoid appearance of impropriety. Regarding the architects, Mr. Caradonna states both applicants are great architects. Erstad's credentials and RFQ response made them the preferred pick. Mr. Caradonna stood for board questions. A motion was made

by Mr. Dixon to approve HC Company as the CM/GC and Erstad as the architect. The motion was seconded by Mrs. Saylor. Mrs. Baughman recused herself from voting. The remainder of the board members voted to approve.

- 9.6. Approve VCA Trust Agreement Amendment (Tentative) (Action Item):** Mr. Den Hartog presented the amendment. The original agreement did not permit project funds to receive funds from senior lender. Only amendment is in section 3. This modified trust agreement will allow the senior lender to disperse funds to the project fund. This does not change diligence or funding draws, it just addresses where funds go to. As it stands, funds are frozen and the most recent payout to HC Company is past due because funds could not be moved to be used. This is just a clean up amendment. On future projects they will make sure the IHFA forms include this amended language. Mr. Yorgason has reviewed. Mr. Dixon made a motion to approve the VCA Trust Agreement Amendment. Mrs. Edinger seconded and the motion was approved with unanimous consent.
- 9.7. Approve VCA Family Handbook (Action Item):** Mr. Hunter presented the family handbook. Looked at INCA, NICA and TVCA. Changes were minor, including names and dates. Wording matches the sister school version in most areas, although Mr. Hunter has reworded some areas in his voice. Most substantial difference is on the attendance policy. Structuring around 95% attendance expectation since this aligns with the budget. Adopted local Kuna wording of “verified” and “unverified” attendance. Verified=can make up work. Mr. Lambert has extensively reviewed and recommended board approval. Mrs. Saylor moved to approve the VCA Family Handbook. Mrs. Edinger seconded and the motion was approved with unanimous consent.
- 9.8. Approve Impacted Attendance Application (Action Item):** Dr. Kane discussed INCA ADA from August 20 -February 2 95% with no single day below 90%. Extensive illness from February 9 – March 12 caused ADA to average 86 % with no day over 90% during that period. Dr. Kane sent a letter to the state to request an attendance waiver for those days. The state sent him the application, which requires board approval and submission of minutes. Mr. Dixon made a motion to approve INCA’s Impacted Attendance Application. The motion was seconded by Mr. Schwalbach and approved with unanimous consent.
- 9.9. Approve AY26-27 Academic Calendar (Action Item):** Item should say AY 27-28. Dr. Kane presented AY27-28 calendar. Put together in collaboration with MST. At this point have established rhythm to school year. The only major change is that since INCA will be granting credit in 27-28 school year, at least 60 instructional hours are required in each semester. To meet that requirement, they shifted a few days out of May and into August. This calendar also adds a new day off in April. Answered board member questions. A motion was made by Mrs. Saylor to approve the INCA AY26-28 Academic Calendar. The motion was seconded by Mr. Dixon and approved with unanimous consent.
- 9.10. Discuss 2026 Board Strategy Session (Mr. Lasnick):** Asked for discussion on dates and how many days to hold a strategy session. Aiming for June 12 as that date worked for all members present. Mr. Lasnick would like help with agenda building. Mr. Lambert suggests asking Marcia Aaron (CSGF Portfolio Manager) to spend the later half the day with us.
- 9.11. Executive Session Pursuant to Idaho Code 74.206 (f):** Per Mr. Lambert and executive session is not necessary this evening as there are no new updates.

10.

11. Adjournment

11.1. Having completed the agenda, the meeting was adjourned at 8:31 PM.

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

Meeting notes taken by Alana Baughman and reviewed by John Bassetti.

John Bassetti
ACSI Secretary