

# Treasure Valley Classical Academy Board of Trustees Meeting

## Treasure Valley Classical Academy Auditorium

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

### MINUTES

Date: January 23, 2020

Time: 7:00 p.m.

1. **Call to Order by President, Mr. Lasnick**
2. **Roll Call of the Board by Secretary, Mrs. Taylor:** Mrs. Baines, Mrs. Frei, Mrs. Nelson, Mr. Fugate, Mr. Lasnick, Mr. Evenden. All present. Quorum established.  
Others attending: Mr. Lambert (Principal), Dr. Condra, Marc Carignan (BLUUM), Christina Grace
3. **Pledge of Allegiance**
4. **School Pledge:** I will learn the true, I will do the good, I will love the beautiful.
5. **Mission:** The mission of Treasure Valley Classical Academy is to train the minds and improve the hearts of students through a classical, content-rich curriculum that emphasizes the principles of virtuous living, traditional learning, and civic responsibility.
6. Mrs. Frei moved to adopt the amended agenda. Mrs. Baines seconded. No discussion. Unanimous vote. Motion carried.
7. **Consent Agenda (Action Items):** Mr. Lasnick moved to accept the consent agenda as posted. Mrs. Nelson seconded. No discussion. Unanimous vote. Motion carried.
  - 7.1. Adopt amended agenda for 1.23.20
  - 7.2. Adopt regular meeting minutes from 12.19.19
  - 7.3. Adopt special meeting minutes from 1.18.20
  - 7.4. Review lease of Fruitland Electric property
  - 7.5. Review Hillsdale BCSI Correspondence
  - 7.6. Review State Authorizer Correspondence
    - 7.6.1. Amended Performance Certificate regarding incr. class sizes (pg. 9)
    - 7.6.2. RE: Draft of 2018-19 Annual Performance Reports (1st year won't receive one)
8. **Community Comments:** Parents and members of the community are invited to make comments to the Board during this section of the meeting. If you wish to address the Board, please sign up before the meeting. You may address the Board for up to two (2) minutes, and the time limit will be enforced. Comments should not reference individual personalities or other private matters. If you wish to discuss these, please refer to the Board's grievance policy. The Board and/or Administration will address written concerns in a timely manner.
9. **Reports**
  - 9.1. School Leader's Report: Mr. Lambert
    - 9.1.1. January Dashboard: 17 students are in daily intensive literacy remediation. Second grade administered a voluntary round of IRI testing on January 16, 2020 to assess progress. This test showed growth. A SDE Special Ed. assessment visit was held on January 17, 2020. The visit went well and have not received any needed corrections. TVCA enrollment and registration web page has been updated with AY20-21 information. Student lottery opens on January 29<sup>th</sup>. January 17 was the end of the 1<sup>st</sup> semester. On January 22<sup>nd</sup> a

Public Information Session was held. Mr. Lambert will attend a BCSI Leadership Conference and a Classical School Hiring Fair February 11-14, 2020. Mr. Lambert presented an immediate action issue needing to be fixed which is to extend the HVAC duct work from the gymnasium to the Resource Room. The Resource Room is used all day long.

- 9.2. Financial Report: Mr. Carignan and Mrs. Frei. Mrs. Frei will present a generic RFP form for the Board to review before sending out for an audit quote. Mr. Carignan presented the TVCA budget projected summary for 12/31/2019 to 6/30/2020.
- 9.3. Governance Committee: Mr. Fugate: Committee held a Board Policy meeting/training on January 18, 2020. Strategic planning and Board Policy finalizing to be held on 29 February from 9:00 a.m. to noon.
- 9.4. Finance Committee: Mrs. Frei contacted an auditor for a RFP blank form to send out but received the wrong form. Mrs. Frei will contact two other audit companies for an RFP for the February Board meeting. Mrs. Frei and Mr. Carignan went through the financial controls process with questions and evidence. The Committee will develop a TVCA self-assessment questionnaire, perform follow up assessments, general controls, cash controls, operating expenditures, personnel expenditures and travel, equipment, computer security, etc. This will be presented at a February meeting. Calendar frequency will be annually.
- 9.5. Development Committee: Mr. Evenden: The Committee met to confirm that the lease with Fruitland Electric was signed and that plans are underway to prepare the building for the art studio. The art room is established in the Fruitland Electric building. The Committee is planning to set up a future "planning charrette" to form a more focused goal on how to proceed in building TVCA to a K-12 public charter school. Mr. Lambert will meet with the city of Fruitland about TVCA expansion on Feb. 7<sup>th</sup>, 2020. The Committee is working to fix some immediate needs at TVCA: HVAC in Resource Room, solar blinds, and leaks in roof. A Subcommittee will help establish a capital campaign.
  - 9.5.1. Status update
  - 9.5.2. LOI for Hitchcock building: Alma Mater Inc. has informed TVCA, via letter, their intent to give TVCA the first opportunity to purchase the Hitchcock building in Fruitland for future development and expansion.

**10. Unfinished Business: N/A**

**11. New Business:**

- 11.1. Adopt TVCA 2020-21 Academic Calendar (action item) Mrs. Baines moved to adopt the Academic Calendar. Mrs. Frei seconded. Discussion: Dr. Condra said that the calendar is in compliance with state requirements. School Open house will be one week before school opens. Unanimous vote. Motion carried.
- 11.2. Current Facility Consideration: Resource Room HVAC, roof, and solar blinds are first priority.
- 11.3. Fruitland Chamber of Commerce Membership: Yearly fee is \$150.00. Need someone to represent TVCA School at the lunches.

- 11.4. Downtown Community Park use: TVCA is working with the city by staying off certain grass areas of the park, staying off the park on muddy and rainy days to preserve the grass integrity. Kindergarteners are also using the school back area for recess. TVCA has consolidated the recess schedule as much as possible. TVCA will attend the Fruitland City Council meeting on February 10, 2020.
- 11.5. Final Safety Bussing Approval (Action Item) Mrs. Taylor moved to approve. Mrs. Nelson seconded. Discussion: Are we adding more stops for busses and will TVCA be reimbursed. All remains the same. This approval is a standard submitting process for recording. Unanimous vote. Motion carried.
12. **Ongoing Board Development and Assessment:** Done on 18 January 2020 at a Special Board meeting.
13. **Adjournment: Having completed the agenda the meeting is adjourned at 8:30 p.m.**  
Mrs. Taylor, Secretary