

Treasure Valley Classical Academy Board of Trustees Meeting

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MINUTES

Date: April 16, 2020

Time: 7:01 p.m.

1. **Call to Order** by President: Mr. Lasnick from the TVCA School.
2. **Roll Call of the Board** by Secretary: Mrs. Taylor, Mrs. Frei, Mrs. Nelson, Mrs. Baines, Mr. Lasnick, Mr. Evenden, Mr. Fugate. All except Mr. Lasnick are attending via speakerphones or computers due to COVID-19 pandemic. Quorum established.
Others attending via speakerphone or computer: Mr. Lambert (Principal), Dr. Condra (Assistant Principal), Marc Carignan (BLUUM)
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. **Consent Agenda (Action Items):** Mrs. Baines asked to remove item 6.2 from the consent agenda to be discussed after adopting the remaining items on the consent agenda. Mr. Lasnick moved to accept the Consent Agenda as amended. Unanimous vote. Motion carried.
 - 6.1. Adopt agenda for 4.16.20
 - 6.2. Adopt regular meeting minutes from 3.19.20 (removed from consent agenda to be discussed below before Community Comments)
 - 6.3. Adopt special meeting minutes from 4.02.20
 - 6.4. Copy of Governor's Proclamation on open meeting law
 - 6.5. Review PCSC letter regarding COVID-19 impact on performance certificates
 - 6.6. Review ADA waiver correspondence with SDE
 - 6.7. Review Louis Calder award

6.2. Adopt regular meeting minutes from 3.19.20 agenda was moved from consent agenda to be discussed and adopted at this time. Mrs. Baines moved to amend the 3.19.20 minutes by adding under the principal's report, "One of the suggestions is that Mr. Lambert will create a Mission Support Dashboard Committee." Mrs. Taylor seconded. No discussion. Unanimous vote. Motion carried.
7. **Community Comments**
 - 7.1. **Open 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.
8. **Reports**
 - 8.1. **School Leader's Report** (March Dashboard): Mr. Lambert: School continues with daily "live" classes with ADA metrics at 89.7%. 90% of TVCA chrome books have been checked out for at home "live" classes. Mr. Baines helps with computer service requests. Lunches and homework school packets are delivered by TVCA school buses. Requested lunches are higher than average during this pandemic.

TVCA goals through May 30th are:

1. Continue with Distributed Learning Plan and support families in all ways possible. To help families manage school and stress, TVCA teachers reach out to all families by phone and under letters to all families, in the school Sentinel, there are answers to FAQ's. Teachers are not assigning more than two required lessons per day per student but more lessons are available.
2. TVCA will resume normal school day routines as soon as conditions permit.
3. There is continued registration and re-enrollment processes for new and returning students.
4. Continue preparations for facilities expansion are ongoing.

Goals for the rest of the year are: Continued academic planning for 20/21 and a summer boot camp for some students and grades before school begins next fall.

Enrollment data: Enrolled: 294 students, New students: 96 in K, 6th and 7th, Waitlist: 120 on K-5 waitlists. SBoE waivers requested for minimum instructional hours/annual assessments for academic year. SBoE flexibilities granted for grading and ADA requirements through a waiver. Idaho PCSC stated that ISAT assessments are cancelled and all schools will be exempt from proficiency and growth measures on the FY20 annual reports due to COVID-19. IRI annual assessments are waved by the Governor.

Pandemic update: 1. Review of current guidance at all government levels. No expansion from Federal level, State level is in self-isolation until 30 April, 2020. SBOE stated on 6 April a soft closure order until the end of academic year or criteria met. The peak curve has flattened.

Board needs to have a reentry plan crafted with school protocols and needed permission by government, State Health and Welfare and local Southwest Health District. Dr. Condra will draft a reentry plan with Southwest Health and local leaders. There will be a coordinated draft plan by late next week.

TVCA received the Paycheck Protection loan (CARES Act) with help from BLUUM and Cap-ed. There is a provision for loan forgiveness as we fulfill the needed criteria. (It then becomes a grant) The Louis Calder Foundation asked if we had any immediate needs due to the pandemic. The TVCA food services program provided a substantiated request for needed funds from the Calder Foundation and graciously received the needed funds. All but one of the teacher hires for the next school year have accepted and we will hear from the other teacher soon.

Mr. Lambert will create a Mission Dashboard Support Committee.

8.2. **Financial Report:** Mr. Carignan (joined by speaker phone)

Our budget was fairly tight but on target. The state deducted 1% from schools due to the pandemic. Idaho Central Credit Union also helped us move quickly for the PPP (CARES Act) along with others. We had some positive grant support to offset our costs and a source of funding needed for a bus next year. A challenge TVCA will face is the unknown reduction in school funding next year due to the pandemic. Charter school budgets are susceptible to variations while public schools receive property taxes and can petition for levies. The Payroll protection program (CARES Act) will help TVCA be prepared for possible financial challenges in next year's budget.

Financial statements show that we are still in a decent place financially. The state is behind (late) with funding payments. PPP funds (CARES Act) are helping during this time. April-June; payroll and expenses are on budget. In June: Charter curriculum will be purchased.

We need to notify Cap-Ed for forgiveness from the PPP for the April/May payroll. The required criteria for PPP loan forgiveness is not yet certain but all information will be sent to our financial institutions ahead of time to be ready. TVCA needs a preliminary budget due in May and finalized in June. TVCA's official budget hearing is in June. We might need to set up a virtual meeting for the budget meeting in June. Purchase service funds for building care was used for HVAC installation, fire and elevator monitoring fees and the installation of stairs on the mezzanine.

8.3. Governance Committee: Mr. Fugate: Committee is writing the TVCA school use policy. The Board would like a short "school use policy" that allows the principal to follow through with the policy according to the needs of each situation. The Board will need to approve the "school use policy" after a few more details/key elements are written in it. Mr. Fugate will work with Mr. Lambert on this policy. A staff

survey was obtained and will be put on the next agenda since the Board hasn't had the opportunity to read it yet. Committee asks for Board members to provide names of possible future Board members.

8.4. Finance Committee: Mrs. Frei: As a Board we went over the self-control assessment. Committee worked with Mr. Carignan (BLUUM) on this assessment. Mr. Baines or Mr. Lambert can answer assessment questions concerning computer security. Under operating expenditures: Mr. Lambert will investigate what limit might be needed. More discussion at the next meeting.

8.5. Development Committee: Mr. Evenden: Mr. Lasnick had a group meeting with past and new supporters for financial support. The Fruitland school district did follow up on our offer and plan.

9. Unfinished Business:

9.1. Review PPP loan approval: Mr. Lambert: Already discussed above under School Leader Report.

10. New Business:

10.1. Review TVCA Phase 1 expansion plan: Mrs. Nelson: HUMMEL put together a packet for phase 1 with estimates. Mr. Ford and others are creating a finance guide to learn all we can about all financial options available to our school.

10.2. Approve TVCA - The Land Group survey fee and agreement for Phase 2: Mr. Lasnick (action item) Mr. Evenden moved to approve "The Land Group survey fee and agreement for Phase 2. Mrs. Frei seconded. Discussion: Retainer line empty since no retainer is needed. Spelling corrections applied. Unanimous vote. Motion carried.

10.3. Approve City of Fruitland conditional use permit for Phases 1 & 2: Mr. Lasnick (action item) This item was removed as an action item since no signature was needed.

10.4. Review Letter of Intent for property: Mr. Lasnick presented Fruitland Electric documentation. In the presentation the City of Fruitland wanted us to go back to needed people for documentation before moving ahead for approval. Fruitland Electric offered TVCA an exclusive sale and Alma Mater offered TVCA an exclusive sale. In addition: the Fruitland school district also signed a letter for additional use permit for our application to the City of Fruitland for Phase 1.

11. Board Development:

11.1. Board Wiser: Dr. Carpenter: Navigating the Intersection of Governance and Management #3 for Board training. Mr. Fugate: Board discussed three duties of the Board not to be negligent on. 1. Duty of loyalty, 2. Duty of oversight, and 3. Duty of obedience. Dates for strategic planning as a Board will be decided upon.

12. Adjournment: Having completed the agenda the meeting is adjourned at 9:10 p.m.

Julie Taylor, Secretary