

Treasure Valley Classical Academy Board of Trustees

Treasure Valley Classical Academy
500 SW 3rd St., Fruitland, Idaho 83619

MINUTES

Date: August 20, 2020

Time: 7:00 p.m.

1. **Call to order by President Mr. Lasnick**
2. **Roll call of Board by Secretary:** Mrs. Taylor, Mrs. Frei (absent), Mrs. Baines, Mrs. Nelson, Mr. Lasnick, Mr. Evenden (absent), Mr. Fugate. Quorum established.
Others attending: Mr. Lambert (Principal), Dr. Condra (Vice-Principal), Mr. Carignan (BLUUM) (ZOOM), Tim Hoyt (Quest Audit), Kim Estermann (BLUUM) (ZOOM)
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)** Mr. Lasnick moved to adopt the consent agenda. Mrs. Taylor seconded. No discussion. Unanimous vote. Motion carried.
 - 6.1. Adopt the 8.20.20 agenda
 - 6.2. Adopt Board meeting minutes 7.16.20
 - 6.3. Adopt Special Board meeting minutes 8.11.20
 - 6.4. Review TVCA form 990 - 2019
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 Financial Audit report: Quest Audit (action item) Tim Hoyt from Quest Audit presented the School Financial Audit report. He stated that TVCA is on target and in a good position financially. Mrs. Baines moved to adopt the School Financial report as presented. Mrs. Nelson seconded. Discussion: Clarification questions asked during the audit report presentation. Unanimous vote. Motion carried.
 - 8.2. Financial report: Mr. Carignan (ZOOM) presented the TVCA financial report stating that TVCA is starting on a good foot financially this year. TVCA received the government July payment for the school. The Board reviewed the 990-2019 and approved it for the year, June, ending 2020. (Unanimous vote shown above in the consent agenda) Documents posted in the public record folder.
 - 8.3. School leader report: Mr. Lambert: TVCA finished the Timberwolf training camp for 6th/7th grades and it went extremely well. TVCA has delayed its school opening by 1 week due to the coronavirus uncertainty. SBOE laid out 3 categories for Idaho back to school framework for 2020. Category 1 (traditional), 2 (traditional/hybrid/remote), 3 (remote). SWDH advises COVID-1- health alerts. Governor Little is convening to find and present some governing tools on opening schools during COVID-19 (liability protection). For the student's health TVCA is prepared for potential different pathways for opening; Possibly ½ classrooms attending ½ days K-2 (9 in classroom), 3rd-6th remote learning, and 7th grade (on a block schedule, 13 in a classroom) proving reasonable and prudent decisions for students to learn. Nutrition is being discussed to meet all students needs in all situations.

IT, Tech, and specials needs will be met. There will be a bus pick-up twice a day to handle the planned opening during COVID. A TVCA town hall meeting will be held Monday, August 24th, for clarification.

- 8.4.** Governance Committee report: Mr. Fugate stated the Board will have legal training with BLUUM over the next few months. Mr. Fugate is discussing a risk assessment for the Board with Mr. Jorgenson. Mr. Fugate stated that the Board is covered under the Educators legal liability section (pg. 10). It is a Professional liability insurance which helps protect professional advice and service protecting individuals and companies from bearing the full cost of defending against a negligence claim (Teachers, Board members, etc.). TVCA does bond under Crime policy (pg. 75). Principal appraisal is finished and signed. Mr. Fugate is creating a Principal's self-assessment for Mr. Lambert to complete.
- 8.5.** Capital Committee report: Mrs. Nelson: Committee held a Capital Campaign Board training on August 11th. The fundraising narrative and marketing roadmap are finalized. Gina Borud finalized our campaign logo and has nearly completed designing the marketing. The Committee is continuing to put together a packet to present to possible donors. The Committee needs a Steering Committee established as soon as possible with the Boards' help. The next Capital Campaign training is Sept 1st along with the Steering Committee. Mr. Carignan (BLUUM) stated that donations would lower borrowing costs and pay for ongoing school costs. A 5 year plan would work if we supplement funds with fundraisers until we get to full size, K-12. Mr. Carignan would be glad to meet with Finance and Capital Committee Chairs to explain this 5 year plan. Kathie Collins is on schedule for submitting grant applications with collaboration with Mr. Lambert. Next month's goals are: submitting grant applications, growing the Committee team, establishing communication with local businesses, parents, and following up on potential donor relations. Mrs. Baines assigned each Board member as a point of contact responsible for reaching out with an interest sheet and invitation to join the Steering Committee. Mrs. Collins will lead the September 1st training at 6:30 p.m. for the Steering Committee and the Board.
- 8.6.** Development Committee report: Mr. Lasnick: Properties, opportunity to purchase. Mr. Lasnick suggested that we add the 2nd property to Phase 1 to purchase along with Fruitland Electric. TVCA will meet with Building Hope to apply for entire need/amount showing projections and financing needs along with a Plan B. On Tuesday a meeting will be held at 6:00 with the Finance Committee, Mr. Lambert, Mr. Carignan, Mrs. Collins, Mrs. Frei, Capital Committee, and the Development Committee Chairs. Mr. Lasnick spoke with HUMMEL concerning the Phases of growth. The Committee is creating a packet to present to Building Hope.

9. Unfinished Business

10. New Business

- 10.1.** Phase 1 July payment: Mr. Lasnick (action item) Mr. Fugate moved to approve Mr. Lambert to pay the 1st Anderson contract payment (previously approved by the Board moved to make the Phase 1 July payment.) Mrs. Baines seconded. Discussion: Is this amount within the contract? Yes it is. Unanimous vote. Motion carried.
- 10.2.** Adopt Special Education Policies and Procedures: Mr. Lambert (action item) Mrs. Nelson moved to adopt the Special Education Policies and Procedures. Mrs. Taylor seconded. Discussion on meeting the needs of the Special needs students during COVID. Unanimous vote. Motion carried.
- 10.3.** Purchase agreement for Fruitland Electric property: Mr. Lasnick (action item) Mrs. Baines moved to approve the purchasing sales agreement to present to Mr. Howard/ Fruitland Electric understanding some of the dates and Title Company need to be filled in. Mr. Fugate seconded. Discussion: Fruitland Electric wants the ability to salvage some items from the buildings. They don't need to be completely out of the building until June 2021. Fruitland Electric must keep their own liability insurance during this time. This building is completely locked between TVCA students and Fruitland Electric. Mr. Lasnick will check double check on this. Unanimous vote. Motion carried (Contingent on financing)
- 10.4.** Purchase agreement for 404 S.W. 3rd property: Mr. Lasnick (action item) Mr. Fugate moved to adopt the Purchase Agreement with edited price. (Mr. Hrizuk, for 404 S.W. 3rd property understanding dates

and Title Company will be filled in) Mrs. Nelson seconded. No more discussion. Unanimous vote. Motion carried (Contingent on financing)

- 10.5.** Purchase agreement for the parking lot at 4th & Colorado: Mr. Lasnick (action item) Mrs. Baines moved to adopt the Purchase Agreement for the parking lot at 4th & Colorado, Fruitland. Mr. Fugate seconded. Discussion: Dates to be filled in? Yes they will. Unanimous vote. Motion carried.

11. Board Development

- 11.1.** Board Wiser: "Has anyone seen the schools ATM card?" Mr. Fugate conducted Board training on financial oversight policies. We need to add a monthly bank statement report, to be presented by the Board Treasurer, to the Boards' monthly agenda to verify school purchases.

12. Adjournment: Having completed the agenda the meeting is adjourned at 9:09 p.m.

Julie Taylor, Board Secretary