

# Treasure Valley Classical Academy Board of Trustees

Treasure Valley Classical Academy  
500 SW 3<sup>rd</sup> St., Fruitland, Idaho 83619

## MINUTES

Date: October 15, 2020

Time: 7:00 p.m.

1. **Call to order by President:** Mr. Lasnick
2. **Roll call of Board by Secretary:** Mrs. Taylor, Mr. Lasnick, Mrs. Nelson, Mrs. Frei, Mrs. Baines (call in), Mr. Evenden, Mr. Fugate. All present. Quorum established.  
**Others attending:** Mr. Lambert (Principal) (call in), Dr. Condra (Vice Principal), Mr. Carignan (BLUUM) (call in), Mrs. Holm (Fruitland)
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 asked if any items needed to be moved off the Consent Agenda. Seeing none, Mrs. Frei moved to adopt the Consent Agenda as presented. Mrs. Nelson seconded. No discussion. Unanimous vote. Motion carried.
  1. Adopt Board meeting agenda 10.15.20
  2. Adopt Board meeting minutes 9.17.20
  3. Adopt Special Board meeting minutes 9.24.20
7. **Community Comments**
  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.  
  
Mrs. Holm's addressed the Board concerning a property for sale. She strongly suggested the Board pursue this vacant lot which could be used for TVCA's expansion.
8. **Reports:**
  1. School leader report: Dr. Condra presented the monthly Dashboard. Enrollment: 417 students with 101 students on the waitlist. NWEA MAP Growth (K-7) and IRI (K-3) testing is complete, RTI Student Dashboard is in development stage, and a 3-year staff and faculty hiring plan is in development. TVCA's year 3 enrollment will require an additional school bus. School events: Girls volleyball scrimmages, Cross Country, TVCA Pumpkin Patch, Girls basketball try-outs and parent meeting, Curriculum Day (K-6), Parent/Teacher and Conferences Oct. 30<sup>th</sup> (all day). Bonners Ferry Orientation Session, Phase II Design/Build submissions due on Oct. 16<sup>th</sup>, and a School tour for Meridian Board. TVCA's "Growing a Classic Campaign Kick-off is on Oct. 29<sup>th</sup>. The Building Hope loan application has been filed and waiting for a response. A plan for 8<sup>th</sup> grade modular buildings to get TVCA through 2021/2022 expansion is in the works while waiting to see the bids for the design before a decision is made. Mr. Lambert proposes we allow the chosen bid company to help us with the best modular construction.
  2. Financial Committee report: Mr. Frei / Mr. Carignan (BLUUM): Mr. Carignan (BLUUM) presented the need to pay attention to finances while waiting for a response to the loan from Building Hope. November 15<sup>th</sup> educational funds are coming from the DoED. TVCA's ADA is where it needs to be for federal funds. A summarized budget from TVCA audit will be published in the local newspaper. Financial reports will be sent in to Hillsdale. 990 has been filed and the audit report has been sent to required entities. Finance related responsibilities are up to date.

3. Governance Committee report: Mr. Fugate stated that the Mid-year review needs to be done in November/December. The Principal Evaluation is done and a Board acceptance date is needed before sending it on to the SDE.
4. Capital Committee report: Mrs. Nelson: Some donations have been received and there are 8 confirmed grant admissions (waiting for dates to hear back). Marketing: Donor packets are complete, invitations have been sent out to possible donors, and the capital campaign website is live. Capital Campaign Committee will meet on Oct. 19<sup>th</sup> for a run through concerning the events of the Kick-Off campaign and how the Board will be participating.
5. Development Committee report: Mr. Lasnick: Phase 1: Playground should be open Oct. 14<sup>th</sup> (pending city approval), the roof above the kitchen to support gym bleachers is being evaluated by engineers. Mr. Lasnick is communicating with Drew/Building Hope concerning the expansion funding. The lending team is working on a term sheet which should be available next week. The Committee is checking into city codes for the modulars. Expansion properties are being finalized. The Board will hold a special meeting once these items are in place to move forward. The Development Committee will submit the CUP application. Phase 2: RFQ expires Oct. 16, 2020. An expeditious selection process followed with a special meeting will be used for contractor selection. Property purchases: Updated purchase agreement for Fruitland Electric. Application submitted to Building Hope for lender Phase1 and land acquisition.

#### **9. Unfinished Business**

1. Milovich-Hitchcock lease agreement: Mr. Lasnick (action item) Mrs. Frei moved to approve the Milovich-Hitchcock lease agreement with corrections and reimbursement for clearing the sewage line. Mr. Evenden seconded. Discussion: The lease has requested some back pay and TVCA has requested reimbursement for having the sewer lines cleaned out. Unanimous vote. Motion carried.
2. Adopt updated 424 SW 3rd property purchase agreement: Mr. Lasnick (action item) The agreement has not been received therefore no action was taken at this time and the item will be moved to the next agenda meeting.
3. Review fully executed purchase agreement for 404 SW 3rd property. The Board reviewed the purchase agreement and had no further questions.

#### **10. New Business**

1. Develop expectations for monthly school leader report: Mr. Lasnick: Mr. Lambert needs a Board's formal request on Dashboard expectations. The Board reviewed some expectations possibly needed on the monthly Dashboard. Some needs stated: Information that provides validation to the SDE like testing, enrollment, etc., mission specific items, student/school calendar activities, and any staff turnover (when applicable). The Governance Committee and Board need documentation showing that staff/ faculty meetings are being held as supporting articles for the Principal evaluation/Administrator review. This could be done separately on paper or applied on the dashboard (quarterly would work) August/Sept. state requirement: "continuous improvement plan" and a Literacy intervention plan is needed to submit to the PCSC in October.
2. Adopt Principal evaluation policy: Mr. Fugate (action item) Mr. Lasnick moved to adopt the "Principal Evaluation policy as written, with inserted page numbers and after Principal review, as long as there are no material changes and to submit it to the SDE. Mrs. Frei seconded. Discussion: Make certain it's stated in the policy that: The Principal will evaluate the faculty and staff, The Principal needs to be certified through the state to perform these evaluations, and documentation needs to be produced to show the evaluations are completed. Unanimous vote. Motion carried.
3. Develop school leader goals: Mr. Lasnick (moved to next month's Board meeting)

#### **11. Board Development**

1. Board Wiser - Some Revolving Doors Lead to Dead Ends: Mr. Fugate presented Board training on the Board's responsibility in evaluating itself and maintaining a good school leader. The Board is governance and needs to stay out of management's responsibilities. Assignment: Board members need to email Mr. Fugate with evaluation ideas for Board self- evaluation. Board will review the TVCA Charter and Bylaws next month as training.

#### **12. Adjournment: Having completed the agenda the meeting is adjourned at 8:58 p.m.**

**Julie Taylor, Board Secretary**