

Treasure Valley Classical Academy Board of Trustees

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

Date: September 17, 2024

Time: 7:00 p.m.

1. **Call to order**
2. **Roll call of Board Dr. Nelson, Mr. Fugate(Call in), Mr. Lasnick, Mrs. Frei, Mrs .Saylor (Call in), Mr. Evenden, quorum is established. Others attending : Mr. Lambert (Executive Director), Mrs. Marshall (TVCA Elementary Administrator), Mr. Philabaum (TVCA Upper School Administrator), Mr. Carignan(call in)**
3. **Pledge of Allegiance**
4. **School Pledge: I will learn the true, I will do the good, I will love the beautiful**
5. **Consent Agenda**
 - 5.1. **Adopt Board meeting agenda 9.17.24 (action item)**
 - 5.2. **Adopt Board meeting minutes 8.20.24 (action item)**
6. **Public Comment**
 - 6.1. **Members of the public 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.**
7. **Guest Discourse**
8. **Reports**
 - 8.1. **Elementary School Leader Report: Mrs. Marshall** presented that our systems are working well, picture day has happened. Staff and Teacher morale is good and having some additional space and flexibility is helpful. Teachers are fully into the curriculum and students are doing well. Enrollment in the elementary is nearly full and doing well.
 - 8.2. **Upper School Leader Report: Mr. Philabaum** presented that the school operations are working and functioning while still building certain systems. Mr. Mendenhall is doing great work as a college counselor with a college night coming up. In terms of school culture we are working on several clubs to help students get connected. Tracking and communicating tardies have additional systems to help uphold the handbook standards. We are also giving a lot of attention to discipline and making sure that time is taken to do it correctly.
 - 8.3. **Executive Director Report: Mr. Lambert** presented that the final design review for the upper school campus is tomorrow. We will be signing off on the designs with Bouma and our academic building provider. The Payette Campus did have some minor flooding issue after a strong rain. Bouma is moving quickly to install an additional storm drain and came to pump out the water. This project will begin shortly and will be done. The elementary school had a blocked sewer line, we have had a plumbing company take a look and will have a response shortly with how to move forward. Our trust account with Zions holds our bonds and has gained us over six thousand dollars in interest. The second issuance has gained over \$125 thousand dollars in the few months that we have held it. The gym will be constructed first while the academic buildings are being finished and shipped. We are hoping to have an final occupancy by May of 2025
 - 8.4. **Financial Committee Report: Mrs. Saylor** presented that currently we have a cash on hand balance of \$2,932,378.49 which is 161 days cash on hand. Our Debt ratio is 2.68 which is all within our typical goals. All normal reports have been reviewed by the finance committee and look good. TVCA is planning on participating in a Local Government Investment Pool and 2 million in funds have been moved from TVCA's operating account to the Local Government Investment Pool. This is similar to a money market

account. The interest rate for July was 5.18%. The funds can be withdrawn at any time if needed. LGIP Statement of Understanding handout is in the board drive for review.

- 8.5. Capital Committee Report: Dr. Nelson** presented that the Capital Campaign Bank Balance as of 8/31/24 is \$621,871.33. \$920.22 for Guns & Roses was deposited into the CC Account during the month of August. The Woodgrain grant was submitted and we will hear back in early October. This grant is for hardwoods for the gym floor. The Guns and Roses event is holding an online auction opening this Friday. They are still looking for donations and selling tickets.

9. Unfinished Business

- 9.1. Upper school phase 2 update: Mr. Lambert** presented that there were no additional comments about the upper school phase 2 beyond what he had already said. Mr. Lasnick presented that now that the board has finished the bond process for the construction phase and in order to change TVCA from and INC. to an LLC and move TVCA to the ASCI board there is a process of approval all the way up to the Governor's office. That process could take some time depending on each level's response time.

10. New Business

- 10.1. Amend financial controls for bill.com: Mr. Lambert (action item)** presented that our primary bank does a good job for our needs except that the credit card policies have given some issues. ASCI uses the "bill.com" spend and expense program. You can manage two types of credit cards, one that is assigned to an individual as well as a virtual credit card. You could use that card for an online accounts and no additional access. The manual credit card has zero spending limit until a purchase order is approved. NICA is also using the system and INCA is also going to convert to this system. This would require a change to financial policies and procedures. The new program will give good oversight and flexibility. Mrs. Saylor added that it gives additional oversight to the board and BLUUM. Mr. Lambert would also like approval for credit cards to Mr. Philabaum, Mrs. Marshall, Mr. Ellis and Mr. Lambert. There will be a discussion about monthly limits but the plan is to have a zero limit which requires a purchase order approval.
- Mrs. Frei motioned to approve the policy change and authorized credit cards requested, Mrs. Saylor seconds, all in favor, none opposed, motion carried.

- 11. Adjournment: Having completed the agenda the meeting is adjourned at __7:46pm__.**