



**COEUR D'ALENE CHARTER ACADEMY, INC.  
BOARD OF DIRECTORS MEETING MINUTES  
DECEMBER 14, 2020**

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<b>LOCATION</b>	Coeur d'Alene Charter Academy 4904 N. Duncan Drive Coeur d'Alene, ID 83815
<b>CALL TO ORDER</b>	Chairman Verhaeghe called the meeting of the Board of Directors to order at 5:01 PM.  <b>Board members present in-person:</b> Amy Verhaeghe, Scott MacPhee, Cheri Rose-Kociela, Dan Forsgren  <b>Board members present virtually:</b> None.  <b>Board members absent:</b> Dan Redline  Director MacPhee confirmed a quorum was present.  <b>Other attendees:</b> Laura Beyer, Aaron Lippy, Glenn Mabile, Dan Nicklay
<b>PLEDGE TO THE FLAG</b>	Chairman Verhaeghe led the pledge of allegiance to the flag.
<b>PUBLIC COMMENT</b>	None.
<b>MOTION TO APPROVE MINUTES</b>	Chairman Verhaeghe called for a motion to approve the minutes.  <i><b>Motion:</b> Director MacPhee moved to approve the minutes from November 16, 2020. Seconded by Director Forsgren, the motion carried.</i>
<b>CPO REPORT</b>	The CPO Report was included in board packets. The CPO is in a time of transition as they do not currently have a president or vice president.
<b>PRINCIPAL'S REPORT - D. NICKLAY</b>	<u>Enrollment Report</u> Mr. Nicklay shared that there are currently 606 students enrolled in grades 6-12, which is a net loss of 7 since November. The majority of the losses have come from 6 <sup>th</sup> grade.  <u>Alumni Update</u> <b>Carrington (Rinehart) Ratliff ('16)</b> was recently hired as the band and choral director at Orofino High School. <b>Maya Zollman ('18)</b> finished NIC's police officer training and is ready to be employed as a police officer.
<b>VICE-PRINCIPAL'S REPORT - A. LIPPY</b>	Mr. Lippy reported that there have been a few activities this month. The drama department put on an outdoor production of <i>Almost, Maine</i> . The ASB hosted an online gingerbread house decorating contest over Thanksgiving break and is working on an activity to sponsor over Christmas break. The Academic Team is up and running and had their first competition. MathCounts is also holding practices. Toys for Tots is underway as well.
<b>REGULAR COMMITTEE REPORTS</b>	<u>Finance and Long Range Planning – Dan Redline, Chair</u> Director MacPhee shared that the Finance and Long Range Planning report in Director Redline's absence. The committee met and looked at the budget. Things are on track for the year. They also looked at the long range plan.

Scholarship Committee – Dan Forsgren, Chair

No report.

Education Excellence Committee – Scott MacPhee, Chair

No report. The committee will try to meet in January.

*[Dan Redline joined virtually at 5:16 PM]*

Fundraising Committee – Cheri Rose-Kociela, Chair

The telethon is on-track for February 27. Chairman Verhaeghe suggested the board may wish to join together to become a sponsor of the event.

**EXECUTIVE SESSION**

Chairman Verhaeghe called for a motion to hold an executive session as authorized by Idaho Code 74-206 sub section A & B.

*Motion: Director MacPhee moved to enter into executive session as authorized by Idaho Code 74-206 sub sections A & B.*

Director Rose-Kociela led a roll call vote: Director Forsgren – yes, Director MacPhee – yes, Director Redline – yes, Director Rose-Kociela – yes, Chairman Verhaeghe – yes, the motion carried.

Entered executive session at 5:18 PM.

*Motion: Director MacPhee moved to return to open session, seconded by Director Rose-Kociela, the motion carried.*

Returned to open session at 5:31 PM.

**UNFINISHED BUSINESS**

**School COVID Response**

Mr. Nicklay provided an update on the school’s opening status. The school continues to operate in a hybrid mode, but kids are struggling so after the break school will return to a Monday – Thursday in person for all students. Fridays will remain online-only.

**NEW BUSINESS**

**Loan Refinance Options**

Mr. Mabile reminded the board that 5 of 6 loans will be coming due in January. The 6<sup>th</sup> will come due in July. Mr. Mabile has been in discussions with bankcda, the lender, about these loans and they have submitted some proposals which are included in board packets. Mr. Mabile recommended the proposal entitled “Modify A.”

*Motion: Director MacPhee moved to pursue “Modify A” loan refinancing schedule with Brad Rasor at bankcda. Seconded by Director Rose-Kociela, the motion carried.*

**Enrollment Caps**

Mr. Mabile provided a document with proposed enrollment caps for 2021-2022. Proposed numbers for the 2021-2022 school year are as follows:

6 <sup>th</sup> – 162	9 <sup>th</sup> – 130
7 <sup>th</sup> – 155	10 <sup>th</sup> – 85
8 <sup>th</sup> – 150	11 <sup>th</sup> – 75
	12 <sup>th</sup> – 61

*Motion: Director Forsgren moved to adjust the enrollment caps as recommended. Seconded by Director MacPhee, the motion carried.*

**Consent Agenda**

*Motion: Director MacPhee moved to accept the consent agenda dated December 14, 2020. Seconded by Director Forsgren, the motion carried.*

**PUBLIC COMMENT**

None.

**ADJOURNMENT**

Chairman Verhaeghe called for a motion to adjourn at 5:45 PM.

*Motion: So moved by Director Rose-Kociela and seconded by Director MacPhee, the motion carried.*

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Cheri Rose-Kociela, Secretary