



**COEUR D'ALENE CHARTER ACADEMY, INC.  
BOARD OF DIRECTORS MEETING MINUTES  
NOVEMBER 15, 2021**

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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 5:00 PM.  <b>Board members present:</b> Scott MacPhee, Nicole Montgomery, Cheri Rose-Kociela, Amy Verhaeghe  <b>Board members absent:</b> Dan Forsgren, Dan Redline  Director MacPhee confirmed a quorum was present.  <b>Other attendees:</b> Dan Nicklay, Glenn Mabile, Laura Beyer, Dr. Bill Proser, Toni Hackwith, Mike Walker, Todd Craigie
<b>PLEDGE TO THE FLAG</b>	Chairman Verhaeghe led the pledge of allegiance to the flag
<b>AUDIT PRESENTATION - T. HACKWITH</b>	Toni Hackwith from Anderson Bros. CPA shared the results of the audit. It was a clean report with no deficiencies found. Ms. Hackwith presented a basic overview of the audit.  <i>Motion:</i> Director MacPhee moved to accept the audit. Seconded by Director Rose-Kociela, the motion carried.  [Toni Hackwith exited the meeting at 5:05 PM] [Charles, Dianna & Jaelei Renz entered the meeting at 5:05 PM]
<b>CONSTRUCTION PROJECT PRESENTATION - M. WALKER</b>	Mike Walker with Miller Stauffer shared a presentation about potential campus beautification and upgrades.  [Ben Meine entered the meeting at 5:13 PM] [Aaron Lippy entered the meeting at 5:22 PM]
<b>PUBLIC COMMENT</b>	None.
<b>MOTION TO APPROVE MINUTES</b>	Chairman Verhaeghe called for a motion to approve the minutes from October 18, 2021.  <i>Motion:</i> Director Rose-Kociela moved to approve the minutes from October 18, 2021. Seconded by Director Montgomery, the motion carried.
<b>CPO REPORT</b>	Vice Principal Lippy shared that things are running smoothly with the CPO. The minutes from their most recent meeting were included in board packets.
<b>PRINCIPAL'S REPORT - D. NICKLAY</b>	<b><u>Enrollment Report</u></b> Principal Nicklay presented the enrollment report. Current enrollment is 612 students which is a net loss of 5 since last month, which is a typical attrition rate for this time of year.

**Alumni Update**

Chass Nelson ('18) is currently a junior at Washington State University studying Pre-Med. He is a straight-A student, and a TA in the cadaver lab.

**VICE PRINCIPAL'S  
REPORT - A. LIPPY**

The drama production of *The Seagull* was a success. Speech & Debate and the Academic Team have recently had chances to compete and have done well. There has been a big uptick in discipline and an uptick in tardies and uniform violations.

**REGULAR COMMITTEE  
REPORTS**

**Finance & Long Range Planning Committee**

The Finance & Long Range Planning Committee met and discussed the school's financials. Everything is moving along with this year's financials. There has been an increase in food service expenses, and utility costs are up as well.

**Scholarship Committee**

The Scholarship Committee did not meet this month.

**Education Excellence Committee**

The Education Excellence Committee did not meet, but will be meeting via email to work on the annual family survey.

**Fundraising Committee**

Plans for the April gala are moving forward and there will be a committee meeting on Wednesday.

*[Mike Walker exited the meeting at 5:34 PM]*

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

Entered executive session at 5:34 PM.

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

Returned to open session at 5:56 PM.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

**Policy Updates**

Principal Nicklay presented two potential policy updates – a change to policy C-1-1 (Admission for Full-Time Students) and a brand new policy C-1-2 (Admission for Part-Time Students). There was some discussion about the policies being presented.

*Motion: Director MacPhee moved to adopt amended Policy C-1-1 and proposed Policy C-1-2 as presented. Seconded by Director Montgomery, the motion carried.*

**Consent Agenda**

The consent agenda included adding an additional class to the support staff salary index.

***Motion:** Director MacPhee moved to accept the consent agenda establishing a fourth tier for classified employees and placing two employees within that fourth tier. Seconded by Director Montgomery, the motion carried.*

**ADJOURNMENT**

Chairman Verhaeghe called for a motion to adjourn at 6:11 PM.

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

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Cheri Rose-Kociela, Secretary