



**COEUR D'ALENE CHARTER ACADEMY, INC.
BOARD OF DIRECTORS MEETING MINUTES
APRIL 17, 2023**

LOCATION	Coeur d'Alene Charter Academy 4904 N. Duncan Drive Coeur d'Alene, ID 83815
CALL TO ORDER	Chairman MacPhee called the meeting of the Board of Directors to order at 5:00 PM. Board members present: Scott MacPhee, Nicole Montgomery, Cheri Rose-Kociela, Dan Forsgren, Britni Turkenburg Board members absent: Dan Redline Director Rose-Kociela confirmed a quorum was present. Other attendees: Laura Beyer, Dan Nicklay, Aaron Lippy, Angela Durick, Dr. Bill Proser, Ben Meine
PLEDGE TO THE FLAG	Chairman MacPhee led the pledge of allegiance to the flag.
ACTION ITEMS	Chairman MacPhee called for an approval of the agenda. <i>Motion: Director Turkenburg moved to approve tonight's agenda. Seconded by Director Montgomery, the motion carried.</i> Chairman MacPhee called for an approval of the meeting minutes. <i>Motion: Director Turkenburg moved to approve the meeting minutes from March 20, 2023. Seconded by Director Montgomery, the motion carried.</i>
PUBLIC COMMENT	Dr. Proser shared that he was able to teach in the economics class this morning.
PRINCIPAL'S REPORT - D. NICKLAY	<u>Enrollment Report</u> Principal Nicklay provided the enrollment report. There are currently 583 students enrolled, which is a loss of 2 from last month. There are currently 163 applicants for 6 th grade. <u>Alumni Update</u> None.
VICE PRINCIPAL'S REPORT - A. LIPPY	<u>CPO Report</u> The CPO is gearing up for the end of the year picnic. <u>Activities & Discipline Report</u> Middle school track and tennis kicked off after spring break. The last Triple Play night of the year is coming up, as is the gala. <u>Discipline</u> The discipline report was reviewed. Tardies are beginning to pick up with the warmer weather.

[Virginia Hammond entered the meeting at 5:04 PM]

BUSINESS MANAGER'S REPORT - A. DURICK

Ms. Durick reviewed the financials and provided an overview of activities in the business office.

Approval of Financials

Motion: Director Forsgren moved to approve the financials as presented. Seconded by Director Rose-Kociela, the motion carried.

Operations

Ms. Durick shared some upcoming projects that need board approval.

- a. *Motion: Director Rose-Kociela moved to approve the \$26,000 bid from Bryce Roofing to replace the middle school roof. Seconded by Director Turkenburg, the motion carried.*
- b. *Motion: Director Forsgren moved to approve the bid from Comack's for the replacement of carpeting in the high school building. Seconded by Director Rose-Kociela, the motion carried.*
- c. *Motion: Director Turkenburg moved to approve the expenses for the stair renovation project. Seconded by Director Rose-Kociela, the motion carried.*

Personnel Policy Revisions

Ms. Durick presented updates to two personnel policies which provide clarification as to vacation leave and compensation time for classified staff.

Motion: Director Rose-Kociela moved to approve the amended policies as presented. Seconded by Director Forsgren, the motion carried.

REGULAR COMMITTEE REPORTS

Finance & Long Range Planning Committee

The Finance & Long Range Planning Committee met and reviewed budget revisions and financial statements.

Scholarship Committee

Director Forsgren asked the board for approval of five \$1000 scholarships for members of the Class of 2023.

Motion: Director Forsgren moved to approve five \$1000 scholarships for the Class of 2023. Seconded by Director Montgomery, the motion carried.

Principal Nicklay reviewed the other scholarships offered specifically to Academy graduates including a staff-funded scholarship, CPO-funded scholarships, the Dave Kohli Memorial Scholarship, the Green Family scholarship, the Jeff Child Memorial Scholarship and scholarships funded specifically for the valedictorian and salutatorian.

Education Excellence Committee

The Education Excellence Committee met and reviewed the results of the Annual Family Survey.

Fundraising Committee

The gala is five days away! \$74,000 has been raised so far. The Board of Directors will be matching \$700 in the paddle raise.

EXECUTIVE SESSION

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

***Motion:** Director Rose-Kociela 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, Chairman MacPhee – yes, Director Montgomery – yes, Director Redline – absent, Director Rose-Kociela – yes, Director Turkenburg – yes, the motion carried.

Entered executive session at 5:23 PM.

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

Returned to open session at 5:32 PM.

Action Items Coming from Executive Session

***Motion:** Director Forsgren moved to approve the consent agenda. Seconded by Director Turkenburg, the motion carried.*

***Motion:** Director Rose-Kociela moved to name Angela Durick as CFO and increase her salary. Seconded by Director Forsgren, the motion carried.*

UNFINISHED BUSINESS

None.

ADJOURNMENT

Chairman MacPhee called for a motion to adjourn at 5:35 PM.

***Motion:** So moved by Director Montgomery and seconded by Director Turkenburg, the motion carried.*

Cheri Rose-Kociela, Secretary