



**COEUR D'ALENE CHARTER ACADEMY, INC.
BOARD OF DIRECTORS MEETING MINUTES
SEPTEMBER 19, 2022**

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| 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, Dan Redline, Cheri Rose-Kociela Board members absent: Dan Forsgren, Britni Turkenburg Director Rose-Kociela confirmed a quorum was present. Other attendees: Dan Nicklay, Glenn Mabile, Aaron Lippy, Gayla Fleming, Laura Beyer, Dr. Bill Proser, Virginia Hammond, Ben Meine, Patricia Schwarz, Keira Greene |
| PLEDGE TO THE FLAG | Chairman MacPhee led the pledge of allegiance to the flag |
| PUBLIC COMMENT | None. |
| MOTION TO APPROVE MINUTES | Chairman MacPhee called for a motion to approve the minutes from August 22, 2022. <i>Motion: Director Redline moved to approve the minutes from August 22, 2022. Seconded by Director Rose-Kociela, the motion carried.</i> |
| CPO REPORT | Director Montgomery attended the meeting and shared that there was a great turnout. Laura Meine was elected as president for the upcoming year. |
| PRINCIPAL'S REPORT - D. NICKLAY | <u>Enrollment Report & Alumni Update</u> Principal Nicklay shared that there are currently 601 students enrolled in grades 6-12 which is a net loss of 10. Principal Nicklay shared that Ella Erickson, Class of 2021, was one of four women representing Team USA in the Mountain Bike Downhill World Championships in France. He also shared an update on Kylie Phillips, Class of 2019, who recently completed a scientific diving program at Cal Poly, earning her professional dive certification through the American Academy of Underwater Sciences. |
| VICE PRINCIPAL'S REPORT - A. LIPPY | Principal Nicklay presented the athletics and discipline report. It's been a great start to the year with lots of focus on building community. Sports are starting strong, and there is not a lot of discipline yet. |
| REGULAR COMMITTEE REPORTS | <u>Finance & Long Range Planning Committee</u> The Finance & Long Range Planning committee met last week to review the year-end report. The audit is wrapping up and the fund balance has grown over the past year. Final fiscal year financial statements for 2021-2022 were included in board packets. <u>Scholarship Committee</u> No report. |

Education Excellence Committee

No report.

Fundraising Committee

Plans continue to move forward for the Soup & Chili Cook-Off and Gala & Auction.

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.

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

Entered executive session at 5:15 PM.

[Jessica Edmondson entered the meeting at 5:16 PM]

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

Returned to open session at 6:02 PM.

Action Items Coming From Executive Session

Motion: Director Montgomery moved to move the business manager salary to Grade 9 based on additional roles and responsibilities. Seconded by Director Redline, the motion carried.

Motion: Director Redline moved, with deep regret, to accept Glenn Mabile's resignation letter. Seconded by Director Montgomery, the motion carried.

UNFINISHED BUSINESS

Construction Update

Ms. Fleming reported that summer construction projects have been completed. Ms. Fleming would like the board to take \$81,000 from the Building Trust Fund to pay the invoice for the construction projects.

Motion: Director Montgomery moved to move \$81,000 from the Building Trust Fund for construction projects. Seconded by Director Rose-Kociela, the motion carried.

NEW BUSINESS

Prom Account

Ms. Fleming re-introduced the prom account proposal that was presented last month, to create a new account for prom. She has revised her proposal to reclassify the senior account as the prom account. The current balance is \$2,511.27, which will remain there and be used for budgeted prom expenses.

Motion: Director Rose-Kociela moved to accept the revised proposed plan for the prom account. Seconded by Director Montgomery, the motion carried.

City of CDA - Sidewalks & Roads

The City has made the school aware, during the recent paint project, that the sidewalk pitch is out of compliance with the current code. This would involve a substantial amount of work and money to fix. This will need to be repaired as part of the next construction project.

[Patricia Schwarz exited the meeting at 6:17 PM.]
[Jessica Edmondson exited the meeting at 6:22 PM.]

Ms. Fleming will talk to the city about what needs to be done and what the cost will be.

Consent Agenda

The Consent Agenda included a resignation, a new hire for a coaching position, professional development stipends, and retention and premium pay.

***Motion:** Director Montgomery moved to accept the Consent Agenda, dated September 19, 2022. Seconded by Director Rose-Kociela, the motion carried.*

ADJOURNMENT

Chairman MacPhee called for a motion to adjourn at 6:30 PM.

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

Cheri Rose-Kociela, Secretary