



**COEUR D'ALENE CHARTER ACADEMY, INC.
BOARD OF DIRECTORS MEETING MINUTES
OCTOBER 17, 2022**

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 Forsgren, Cheri Rose-Kociela, Britni Turkenburg Board members absent: Dan Redline Director Rose-Kociela confirmed a quorum was present. Other attendees: Dan Nicklay, Glenn Mabile, Aaron Lippy, Gayla Fleming, Laura Beyer, Dr. Bill Proser, Laura Meine
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 the September 19, 2022 and September 26, 2022 board meetings. <i>Motion: Director Montgomery moved to approve the minutes from September 19, 2022 and September 26, 2022. Seconded by Director Forsgren, the motion carried.</i>
CPO REPORT	Laura Meine, the new CPO President, provided the CPO Report. The first Triple Play Night of the year was on September 30 and had about 270 students in attendance. The vending machine is back up and running and there have already been two uniform sales. Next week the CPO will be providing a staff appreciation lunch. The first official CPO meeting of the new year had a great turnout and lots of great input from parents. CPO is off to a great start for the new year!
PRINCIPAL'S REPORT - D. NICKLAY	<u>Enrollment Report & Alumni Update</u> Principal Nicklay shared that there are currently 598 students enrolled in grades 6-12 which is a net loss of 3 since last month.
VICE PRINCIPAL'S REPORT - A. LIPPY	Vice Principal Lippy provided the athletic & discipline report. Girls soccer is heading to state and is ranked #1 in the state. Boys and girls cross country is heading to districts and also hoping to send their whole team to state. Middle school volleyball had a good turnout, and debate is hosting a tournament at the Academy soon. Fall choir and band concerts are also coming soon.
REGULAR COMMITTEE REPORTS	<u>Finance & Long Range Planning Committee</u> The Finance & Long Range Planning committee did not meet. <u>Scholarship Committee</u> The Scholarship committee did not meet.

Education Excellence Committee

The Education Excellence committee did not meet.

Fundraising Committee

The Soup & Chili Cook-Off was successful with nearly 200 attendees and 20 chef. Plans for the gala are also going well, with over \$17,600 secured in sponsorships.

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.

[Laura Meine exited the meeting at 5:08 PM]

Entered executive session at 5:08 PM.

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

Returned to open session at 6:07 PM.

Action Items Coming From Executive Session

Motion: Director Montgomery moved to delegate authority to Dan Nicklay to hire a business manager for up to \$75,000 per year and 20 vacation days per year, with a performance review in the spring of 2023, and a start date in November. Seconded by Director Rose-Kociela, the motion carried.

UNFINISHED BUSINESS

Construction Update

Ms. Fleming met with the architect to review permits approved by the city for the exterior stairs and the middle school construction. Plans will move forward to firm up the plans before it goes back out to bid.

School Fees

Mr. Mabile provided an update on the school fees case that has been discussed in the past. The case has been dismissed.

NEW BUSINESS

NHS Account

Ms. Fleming proposed splitting the National Honor Society (NHS) and National Junior Honor Society (NJHS) accounts so each program has their own account. She proposed taking a dormant account – the Writing Symposium account – and re-classifying it as National Junior Honor Society. There was discussion about how to split the money in the Writing Symposium account and also how the current NHS balance should be divided with NJHS.

[Britni Turkenburg exited the meeting at 6:15 PM]

Motion: Forsgren moved to change the Writing Symposium account to National Junior Honor Society, with the money to be left in the account for the NJHS, and to leave the NHS money in its current account. Seconded by Director Montgomery, the motion carried.

ICRMP

Ms. Fleming shared that ICRMP is the Academy's property liability insurance. They need a consent disclosure signed to allow them to communicate via email.

Motion: Director Forsgren moved to sign the consent disclosure to communicate via email with ICRMP. Seconded by Director Montgomery, the motion carried.

Asset Disposal

Motion: Director Forsgren moved to offer Glenn Mabile his desk upon his retirement, if he chooses to take it. Seconded by Director Rose-Kociela, the motion carried.

Consent Agenda

Motion: Director Montgomery moved to approve the Consent Agenda dated October 17, 2022. Seconded by Director Rose-Kociela, the motion carried.

ADJOURNMENT

Chairman MacPhee called for a motion to adjourn at 6:29 PM.

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

Cheri Rose-Kociela, Secretary