



**COEUR D'ALENE CHARTER ACADEMY, INC.
BOARD OF DIRECTORS MEETING MINUTES
OCTOBER 16, 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, Britni Turkenburg Board members absent: Dan Forsgren, Dan Redline Director Rose-Kociela confirmed a quorum was present. Other attendees: Laura Beyer, Dan Nicklay, Angela Durick, Dr. Bill Proser, Ben Meine, Mitchell Copstead
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 Montgomery moved to approve the agenda as presented. Seconded by Director Rose-Kociela, the motion carried.</i> Chairman MacPhee called for an approval of the consent agenda, containing the minutes from September 18, 2023. <i>Motion: Director Montgomery moved to approve the minutes from September 18, 2023 as presented. Seconded by Director Rose-Kociela, the motion carried.</i>
PUBLIC COMMENT	None.
PRINCIPAL'S REPORT - D. NICKLAY	<u>Enrollment Report</u> Mr. Nicklay presented the enrollment report. Current enrollment is 635 in grades 6-12 which is a net loss of 7 since September but still ahead of last year at this time.
VICE-PRINCIPAL'S REPORT - A. LIPPY	Mr. Nicklay also provided the activities report in Mr. Lippy's absence. Spirit week has concluded. Both the boys and girls high school soccer teams are heading to State. Cross Country is underway now with their district competition. And lastly, the drama department will be performing "All My Sons" in November. The CPO report was included in board packets, along with the discipline report.
BUSINESS MANAGER'S REPORT - A. DURICK	<u>Finance/Operations</u> The audit is not yet finalized but should be completed this week. Ms. Durick reviewed the seclusion and restraint grant information along with the school's expenditures and projects.
REGULAR COMMITTEE REPORTS	<u>Finance & Long Range Planning Committee</u> The Finance & Long Range Planning Committee met and reviewed financials. There is a healthy fund reserve.

Scholarship Committee

No report.

Education Excellence Committee

No report, but will be meeting soon.

Fundraising Committee

The Soup & Chili Cook-Off was a success! This is a wonderful community event. The gala committee is meeting later this week and already has \$23,000 pledged in sponsorships.

Safety Committee

The Safety Committee met and discussed lockdown drills.

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

Entered executive session at 5:17 PM.

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

Returned to open session at 5:25 PM.

Approval of Personnel Items

Motion: Director Montgomery moved to approve the personnel items as reviewed and discussed. Seconded by Director Rose-Kociela, the motion carried.

NEW BUSINESS

None.

UNFINISHED BUSINESS

Policy Manual Update

Updates to the personnel policy manual were presented in September for review.

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

ACTION ITEMS

None.

ADJOURNMENT

Chairman MacPhee called for a motion to adjourn at 5:28 PM.

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

Cheri Rose-Kociela, Secretary