



**COEUR D'ALENE CHARTER ACADEMY, INC.
BOARD OF DIRECTORS MEETING MINUTES
SEPTEMBER 18, 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 5:02 PM. Board members present: Scott MacPhee, Dan Redline, Nicole Montgomery, Cheri Rose-Kociela Board members absent: Dan Forsgren, Britni Turkenburg Director Rose-Kociela confirmed a quorum was present. Other attendees: Laura Beyer, Dan Nicklay, Angela Durick, Dr. Bill Proser, Aaron Lippy
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 and the consent agenda with the minutes from August. <i>Motion: Director Redline moved to approve the agenda and consent agenda 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 and declared it the smoothest start to a school year in many years. Opening day enrollment was 654 and the current enrollment is 642, which is a net loss of 12.
VICE-PRINCIPAL'S REPORT - A. LIPPY	Boys & girls soccer has kicked off and they are doing quite well. Cross country is also off and running with 19 high schoolers and 51 middle schoolers participating. Middle school volleyball has 39 girls participating. Mr. Lippy also provided the discipline report.
BUSINESS MANAGER'S REPORT - A. DURICK	<u>Finance/Operations</u> Ms. Durick reviewed the finance & operations report. <u>Approval of Revision of Personnel Policy Section</u> Ms. Durick presented revisions to the personnel policy manual and asked the board to review the changes for potential approval next month. <u>Approval of Revision of Financial Policy Fixed Assets E-1</u> Ms. Durick shared revisions to Policy E-1 (Fixed Assets) which would raise the threshold for disposal of fixed assets from \$500 to \$5000. <u>Approval of ESSER III Budget Amendment</u> Ms. Durick provided an update to the ESSER III Budget which is a redistribution of money from salaries to several funds.

Motion: Director Montgomery moved to approve the ESSER III budget allocation as presented. Seconded by Director Rose-Kociela, the motion carried.

**REGULAR COMMITTEE
REPORTS**

Finance & Long Range Planning Committee

The Finance & Long Range Planning Committee met prior to the board meeting and reviewed the finance & operations report.

Scholarship Committee

No report.

Education Excellence Committee

No report.

Fundraising Committee

The Soup & Chili Cook-Off is coming up on October 14 and will be a community family-oriented event. The Gala is scheduled for April 6, 2024 and will be a 25th anniversary black-tie affair.

Safety Committee

The Safety Committee ran a lockdown drill and an evacuation drill to start the school year.

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 – yes, Director Rose-Kociela – yes, Director Turkenburg – absent, the motion carried.

Entered executive session at 5:21 PM.

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

Returned to open session at 5:45 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.

Approval of PD Budget (Revision of Charter Budget)

Motion: Director Redline moved to approve the revised professional development budget as presented. Seconded by Director Rose-Kociela, the motion carried.

NEW BUSINESS None.

UNFINISHED BUSINESS None.

ACTION ITEMS None.

ADJOURNMENT

Chairman MacPhee called for a motion to adjourn at 5:47 PM.

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

Cheri Rose-Kociela, Secretary