



**COEUR D'ALENE CHARTER ACADEMY, INC.  
BOARD OF DIRECTORS MEETING MINUTES  
DECEMBER 18, 2023**

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<b>LOCATION</b>	Coeur d'Alene Charter Academy 4904 N. Duncan Drive Coeur d'Alene, ID 83815
<b>CALL TO ORDER</b>	Chairman MacPhee called the meeting of the Board of Directors to order at 5:00 PM.  <b>Board members present:</b> Scott MacPhee, Nicole Montgomery, Cheri Rose-Kociela, Britni Turkenburg, Dan Redline  <b>Board members absent:</b> None  Director Rose-Kociela confirmed a quorum was present.  <b>Other attendees:</b> Laura Beyer, Dan Nicklay, Aaron Lippy, Angela Durick, Laura Meine, Mitchell Copstead, Virginia Hammond
<b>PLEDGE TO THE FLAG</b>	Chairman MacPhee led the pledge of allegiance to the flag.
<b>ACTION ITEMS</b>	Chairman MacPhee called for an approval of the agenda.  <i>Motion: Director Rose-Kociela moved to approve the agenda as presented. Seconded by Director Montgomery, the motion carried.</i>  Chairman MacPhee called for an approval of the consent agenda, containing the minutes from November 13, 2023.  <i>Motion: Director Montgomery moved to approve the minutes from November 13, 2023 as presented. Seconded by Director Turkenburg, the motion carried.</i>
<b>PUBLIC COMMENT</b>	Dr. Bill Proser shared that he will be partnering with former county commissioner Dan Green to teach some financial classes.
<b>PRINCIPAL'S REPORT - D. NICKLAY</b>	<b><u>Enrollment Report</u></b> Mr. Nicklay presented the enrollment report. Current enrollment is 630 in grades 6-12 which is a net loss of 4 since November.  <b><u>Alumni Update</u></b> Sophie Anderson ('21) is finishing up her time at University of Arizona after 3 years and plans to have her master degree by 2025. She has an exciting internship over the summer and was recently honored as one of the Eller Business School's Top Collegiate Women of the Year.
<b>VICE-PRINCIPAL'S REPORT - A. LIPPY</b>	<b><u>Activities &amp; Discipline Report</u></b> The drama students brought home the 3A state championship for the 5 <sup>th</sup> year in a row. Archery Club is kicking off, and Ski Club is ready for another year, with 51 students signed up.  There has been a small uptick in discipline.

### **CPO Report**

Mr. Lippy turned the meeting over to CPO President Laura Meine for the CPO Report. The CPO is plugging along. Poinsettia sales and the book fair brought in about \$1000 each. The CPO has also been collecting a list of staff favorites and staff Amazon Wishlists for those who may want to bless a staff member. Triple Play Night is scheduled for January 5. The CPO is thankful to have wonderful volunteers!

### **BUSINESS MANAGER'S REPORT - A. DURICK**

Ms. Durick reviewed the financials and expenditures, along with the operations report. The school will be working towards a new logo and a new website. Ms. Durick requested \$7,100 per year to upgrade the website.

*Motion: Director Rose-Kociela moved to approve \$7,100 per year to upgrade the website. Seconded by Director Turkenburg, the motion carried.*

The "Securing our Future" grant is due January 15. There is a need to upgrade the phone system to an Ednetics VOIP system to accommodate the items requested with the grant.

*Motion: Director Montgomery moved to upgrade phones to an Ednetics VOIP system. Seconded by Director Redline the motion carried.*

### **REGULAR COMMITTEE REPORTS**

#### **Finance & Long-Range Planning Committee**

The committee met and reviewed financials and school safety.

#### **Scholarship Committee**

No report.

#### **Education Excellence Committee**

The committee met and had an open forum regarding the direction and future of the committee.

#### **Fundraising Committee**

The committee met in December. It's a great group and they are working hard!

#### **Safety Committee**

The committee met and discussed school security.

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

Entered executive session at 5:46 PM.

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

Returned to open session at 6:02 PM.

*[Laura Meine & Bill Proser exited at 5:46 PM]*

**NEW BUSINESS**

**Personnel Action Items**

***Motion:** Director Rose-Kociela moved to issue teaching certifications to Trey Weatherly & Julie Wasson. Seconded by Director Montgomery, the motion carried.*

***Motion:** Director Turkenburg moved to accept Nicole Montgomery's offer to volunteer as head of the tennis team for one year, uncompensated, and donating the typical stipend to the tennis team. Seconded by Director Redline, the motion carried. Director Montgomery recused herself from the voting.*

**UNFINISHED BUSINESS**    None.

**ACTION ITEMS**            None.

**ADJOURNMENT**            Chairman MacPhee called for a motion to adjourn at 6:03 PM.

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

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Cheri Rose-Kociela, Secretary