



**COEUR D'ALENE CHARTER ACADEMY, INC.
BOARD OF DIRECTORS MEETING MINUTES
AUGUST 12, 2024**

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, Dan Redline, Cheri Rose-Kociela, Britni Turkenburg Board members absent: Nicole Montgomery Director Rose-Kociela confirmed a quorum was present. Other attendees: Laura Beyer, Dan Nicklay, Aaron Lippy, Angela Durick, Virginia Hammond, Edmund Bardwell, Adam Johnson
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 Turkenburg 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 June 2024 and July 2024. <i>Motion: Director Turkenburg moved to approve the minutes from June 17, 2024, June 18, 2024 and July 8, 2024 as presented. Seconded by Director Rose-Kociela, the motion carried.</i>
PUBLIC COMMENT	Mrs. Hammond shared that Jared Melton ('21) will be student teaching this year, and Riley Jo Anderson ('21) is pursuing a degree in accounting. Mrs. Hammond also showed off the school's new geometry books which were purchased in part with a donation made by a parent. The previous geometry books have been in use at Coeur d'Alene Charter Academy since 2001!
PRINCIPAL'S REPORT - D. NICKLAY	<u>Enrollment Report</u> Mr. Nicklay presented the enrollment report. There are currently 621 students enrolled in grades 6-12. <u>Alumni Update</u> <ul style="list-style-type: none">• Lauren Faulkner ('21) recently accepted a full time position in the Lakeland school district teaching government and history.
BUSINESS MANAGER'S REPORT - A. DURICK	Mrs. Durick has been busy preparing for the audit. The new Coeur d'Alene Charter Academy website launched on August 2 - thanks to Michelle Bredeson and Laura Beyer for their hard work over the summer! Mrs. Durick gave a heads-up that the school will likely need to look for a new Student Information System (SIS) due to new state reporting requirements that are not currently possible with our homegrown system.

A list of facilities projects has been underway this summer! The front of the middle school has been redone, the art room has been cleaned up and revamped, the school is getting new phones and a new bell system, and things are moving forward with the soccer field and tennis courts. Mrs. Durick presented a list of action items requiring approval:

South Building Interior Construction Bid

Ace Construction completed some work in the south building including drywall work and repairs.

Motion: Director Rose-Kociela moved to approve the payment to Ace Construction for interior work in the south building. Seconded by Redline, the motion carried.

South Building Masonry Bid

Pyramid Masonry completed rock work on the front of the south building.

Motion: Director Redline moved to approve the bid from Pyramid Masonry to re-do the front of the south building. Seconded by Director Turkenburg, the motion carried.

South Building Electric Bid

Rady's Electric will be removing lighting and the old light poles from the front of the south building, replacing them with updated lighting.

Motion: Director Turkenburg moved to accept the bid from Rady's Electric to remove lighting and old light poles from in front of the south building, replacing them with updated lighting. Seconded by Director Rose-Kociela, the motion carried.

South Building Window Bid

Modern Glass will be replacing the windows in the front of the south building.

Motion: Director Turkenburg moved to approve the bid from Modern Glass to replace windows in the south building. Seconded by Director Redline, the motion carried.

Personnel Policies E-14, E-15, E-17

Personnel policies E-14, E-15 and E-17 received minor revisions to their verbiage.

Motion: Director Redline moved to accept the changes to policies E-14, E-15 and E-17 as presented. Seconded by Director Turkenburg, the motion carried.

Disposal of Electronic Assets

Mrs. Durick presented a list of electronic assets for disposal and asked for board approval.

Motion: Director Rose-Kociela moved to approve the disposal of electronic assets as presented. Seconded by Director Turkenburg, the motion carried.

North Building Countertop Replacement

Quartz countertops will be installed in the girls' bathroom of the north building.

Motion: Director Rose-Kociela moved to approve the installation of quartz countertops in the north building girls bathroom. Seconded by Director Turkenburg, the motion carried.

**REGULAR COMMITTEE
REPORTS**

Finance & Long-Range Planning Committee

The committee met and reviewed the action items that were approved tonight, and discussed the potential soccer field.

Scholarship Committee

A list of scholarships awarded by the Academy this year was included in board packets.

Education Excellence Committee

No report.

Fundraising Committee

No report.

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

Entered executive session at 5:26 PM.

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

Returned to open session at 5:33 PM.

NEW BUSINESS

New Board Members

Motion: Director Redline moved to add Adam Johnson and Christine Mabile to the Coeur d'Alene Charter Academy Board of Directors. Seconded by Director Rose-Kociela, the motion carried.

Personnel Changes

Motion: Director Turkenburg moved to accept the personnel changes presented during executive session. Seconded by Director Redline, the motion carried.

ADJOURNMENT

Chairman MacPhee called for a motion to adjourn at 5:35 PM.

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

Cheri Rose-Kociela, Secretary