



**COEUR D'ALENE CHARTER ACADEMY, INC.  
BOARD OF DIRECTORS MEETING MINUTES  
MARCH 18, 2024**

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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, Cheri Rose-Kociela, Dan Redline  <b>Board members absent:</b> Britni Turkenburg, Nicole Montgomery  Director Rose-Kociela confirmed a quorum was present.  <b>Other attendees:</b> Laura Beyer, Dan Nicklay, Aaron Lippy, Angela Durick, Virginia Hammond, Bill Proser, Ben Meine
<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><b>Motion:</b> Director Redline 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 February 13, 2024.  <i><b>Motion:</b> Director Rose-Kociela moved to approve the minutes from February 13, 2024 as presented. Seconded by Director Redline, the motion carried.</i>
<b>PUBLIC COMMENT</b>	Virginia Hammond shared that the school raised \$267 at this year's Scratch for Schools event.
<b>PRINCIPAL'S REPORT - D. NICKLAY</b>	<b><u>Enrollment Report</u></b> Mr. Nicklay presented the enrollment report. Current enrollment is 598 in grades 6-12 which is a net loss of 10 since last month. The lottery took place last week and there were 134 6 <sup>th</sup> grade applicants. So far 4 have declined acceptance.  <b><u>Alumni Update</u></b> <ul style="list-style-type: none"><li>• Ben Lambert ('19) – Ben graduated from University of Alabama Huntsville with a bachelor's in aerospace engineering and was named the Outstanding AE Student of 2023. He is currently working in Utah doing rocket safety tests and pursuing his grad degree in aerospace engineering.</li><li>• Carson Benzinger ('20) – Carson was just accepted to the Washington State University vet school and is graduating debt free!</li></ul>
<b>VICE-PRINCIPAL'S REPORT - A. LIPPY</b>	<b><u>Activities &amp; Discipline Report</u></b> Tennis is in full swing, track is off and running, and the choir and band/orchestra are in the middle of concert season.  Mr. Lippy also reviewed the discipline report.

**ASB Report**

The ASB food drive is wrapping up and they are aiming for 2000 pounds.

**CPO Report**

The CPO launched a new email newsletter in an effort to better communicate with parents.

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

Ms. Durick reviewed the financials. There is nothing unusual this month.

*Motion: Director Redline moved to approve the February financial statements as presented. Seconded by Director Rose-Kociela, the motion carried.*

**Substitute Pay**

It has been a few years since the pay rate for substitute teachers was raised and it has increased in other schools. Ms. Durick recommended raising the daily sub rate to a full-day rate of \$110 or \$120 for retired teachers, and a half-day rate of \$55 or \$60 for retired teachers. Rates for long-term sub assignments will also increase to \$120 per day or \$130 per day for retired teachers, after 10 days of subbing in a long-term assignment. The sub rate for certified staff will be set at \$25 per class period in the upcoming school year.

*Motion: Director Rose-Kociela moved to accept the new substitute teacher pay as presented, to take effect in the 2024-2025 school year. Seconded by Director Redline, the motion carried.*

**ESSER III Funding**

ESSER III funding was approved last month for HVAC, however, the bids were too high, and so the state has given approval to use funds to purchase new Chromebooks.

*Motion: Director Redline moved to use funds from ESSER III to purchase Chromebooks instead of HVAC upgrades. Seconded by Director Rose-Kociela, the motion carried.*

**Calendar Amendment**

The calendar that was approved previously had 2 days scheduled for finals. This was met with concern from the staff and has been revised to include 3 days of finals.

*Motion: Director Rose-Kociela moved to approve the amended calendar for 2024-2025 as presented. Seconded by Director Redline, the motion carried.*

**REGULAR COMMITTEE  
REPORTS**

**Finance & Long-Range Planning Committee**

The committee met and reviewed financials and discussed school funding.

**Scholarship Committee**

No report.

**Education Excellence Committee**

The committee met and discussed student retention and GPAs.

**Fundraising Committee**

The gala is April 6!

**Safety 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 – absent, the motion carried.

Entered executive session at 5:30 PM.

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

Returned to open session at 5:37 PM.

**Action Items Coming From Executive Session**

***Motion:** Director Rose-Kociela moved to approve the consent agenda from executive session. Seconded by Director Redline, the motion carried.*

**ADJOURNMENT**

Chairman MacPhee called for a motion to adjourn at 5:37 PM.

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

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Cheri Rose-Kociela, Secretary