



**COEUR D'ALENE CHARTER ACADEMY, INC.  
BOARD OF DIRECTORS MEETING MINUTES  
MAY 20, 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, Nicole Montgomery, Dan Redline, Britni Turkenburg  <b>Board members absent:</b> Cheri Rose-Kociela  Director Montgomery confirmed a quorum was present.  <b>Other attendees:</b> Laura Beyer, Dan Nicklay, Aaron Lippy, Angela Durick, Virginia Hammond, Ben Meine, Laura Meine, Angela Sullivan, Sharby Sullivan, Drew Burfeind
<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 Turkenburg moved to approve the agenda as presented. Seconded by Director Redline, the motion carried.</i>  Chairman MacPhee called for an approval of the consent agenda, containing the minutes from April 15, 2024.  <i>Motion: Director Redline moved to approve the minutes from April 15, 2024 as presented. Seconded by Director Turkenburg, the motion carried.</i>
<b>PUBLIC COMMENT</b>	Mrs. Hammond thanked the CPO for their hard work this year.
<b>PRINCIPAL'S REPORT - D. NICKLAY</b>	<b><u>Enrollment Report</u></b> Mr. Nicklay presented the enrollment report. There was no change to the enrollment numbers this month. Current enrollment remains at 596 in grades 6-12. Estimated enrollment for next year is 616 and there will be 47 students graduating on May 31.  <b><u>Alumni Update</u></b> <ul style="list-style-type: none"><li>• Shane Neirinckx ('22) received the David L Boren scholarship and will be heading to Japan to study Japanese language and culture.</li><li>• Izzy Mesenbrink ('17) is touring the country as music director for the national tour of "The Cher Show" which recently made a stop in Spokane.</li></ul>
<b>VICE-PRINCIPAL'S REPORT - A. LIPPY</b>	<b><u>Activities &amp; Discipline Report</u></b> College spirit week is underway. Graduation for the Class of 2024 is on May 31 at Lake City Church. There has been an uptick in tardies this month.  <b><u>ASB Report</u></b> ASB elections are complete and a new ASB is in place for the upcoming school year.

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

**CPO Report**

Laura Meine and Angela Sullivan presented the CPO Report. The CPO provided a BBQ for staff in April and a full week of Staff Appreciation in early May. They will also be providing lunch for seniors during their finals days, and snacks for 6<sup>th</sup> - 11<sup>th</sup> graders during their finals.

**Rebranding Update**

The school's new logos were unveiled. There is a new seal, a new panther, and a new corporate logo. Many thanks to the CPO for funding the logo project!

**April Financials**

Ms. Durick reviewed the financials. The budget hearing is scheduled for June 17. She also reported that the school has renewed with the Charter Commission.

*Motion: Director Turkenburg moved to approve the April financial statements as presented. Seconded by Director Redline, the motion carried.*

**State Insurance Plan**

The school will be moving to the state insurance plan for employee health insurance.

*Motion: Director Redline moved to approve the switch of the Academy's insurance plan from the Idaho State Benefit Trust through Advanced Benefits to the Office of Group Insurance for an annual savings of \$237,587 in the 24-25 fiscal year. Seconded by Director Turkenburg, the motion carried.*

**Copier Lease Renewal**

The copier lease with Pacific Office Automation will be renewed for another 3 years.

*Motion: Director Montgomery moved to approve the renewal of the copier lease with Pacific Office Automation for a period of three years in the annual amount of \$11,430.36 and a total of \$34,291.08. Seconded by Director Turkenburg, the motion carried.*

**Movement of One-Time Discretionary Funding**

The state has awarded \$249,249 as one-time discretionary funding and it will be placed in Fund 410 specifically for the paving and multipurpose court project.

*Motion: Director Turkenburg moved to approve the movement of the one-time discretionary funding in the amount of \$249,249 from Fund 100 to Fund 410 for the purpose of necessary engineering and repairs to the parking lots and multipurpose courts. Seconded by Director Redline, the motion carried.*

**REGULAR COMMITTEE  
REPORTS**

**Finance & Long-Range Planning Committee**

The committee met and reviewed financials and salaries.

**Scholarship Committee**

The committee will be meeting tomorrow to select scholarship recipients. There were 19 applicants this year.

**Education Excellence Committee**

No report.

**Fundraising Committee**

The Gala & Auction brought in a net of \$75,000. Next year's event is scheduled for March 1, 2025 with a theme of Denim & Diamonds.

**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 Montgomery moved to enter into executive session as authorized by Idaho Code 74-206 sub sections A & B.*

Director Montgomery led a roll call vote:

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

Entered executive session at 5:35 PM.

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

Returned to open session at 5:59 PM.

*[Ben & Laura Meine, and Sharby & Angela Sullivan exited the meeting at 5:35 PM]*

**Action Items Coming From Executive Session**

*Motion: Director Montgomery moved to approve the proposed certified and classified salary schedules for the 24-25 fiscal year, with an increase of 5% to help offset the additional health insurance costs incurred by employees. Seconded by Director Turkenburg, the motion carried.*

*Motion: Director Redline moved to approve the proposed additional duties schedule for the 24-25 fiscal year. Seconded by Director Turkenburg, the motion carried.*

**ADJOURNMENT**

Chairman MacPhee called for a motion to adjourn at 6:01 PM.

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

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Cheri Rose-Kociela, Secretary