



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

---

<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 special meeting of the Board of Directors to order at 4:00 PM.  <b>Board members present:</b> Scott MacPhee, Cheri Rose-Kociela, Britni Turkenburg  <b>Board members absent:</b> Dan Redline, Nicole Montgomery  Director Rose-Kociela confirmed a quorum was present.
<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 Rose-Kociela, the motion carried.</i>  Chairman MacPhee called for an approval of the consent agenda, containing the minutes from May 20, 2024.  <i>Motion: Director Rose-Kociela moved to approve the minutes from May 20, 2024 as presented. Seconded by Director Turkenburg, the motion carried.</i>
<b>PUBLIC COMMENT</b>	None.
<b>VICE-PRINCIPAL'S REPORT - A. LIPPY</b>	<b><u>Enrollment Report</u></b> Mr. Lippy presented the enrollment report in Mr. Nicklay's absence. There was a loss of 47 students this month - due to their graduation! Congratulations to the Class of 2024. There are currently 131 students registered for 6 <sup>th</sup> grade in the 2024-2025 school year.  <b><u>Activities &amp; Discipline Report</u></b> The end-of-the-year picnic was a great success.  Mr. Lippy asked for approval to enter a cooperative program between Coeur d'Alene Charter Academy and Lakeside High School, who does not have a soccer program. A former Charter student is now attending Lakeside and would like to play soccer for Charter. The co-op agreement should not affect Coeur d'Alene Charter Academy's 4A status.  <i>Motion: Director Turkenburg moved to approve the application for a cooperative program for girls' soccer with Lakeside High School. Seconded by Director Rose-Kociela, the motion carried.</i>  <b><u>CPO Report</u></b> CPO provided lunch for seniors during their finals, and snacks for grades 7-11 during their finals. They also arranged for the 6 <sup>th</sup> graders to enjoy snowcones and for the rest of the students to be able to order from the Idahome Espresso coffee truck.

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

The proposed 2024-2025 budget and amended 2023-2024 budget were presented during the budget hearing on June 17, 2024. Ms. Durick provided an update on upcoming projects and asked for approval of the following:

**Approval of 2023-24 Amended Budget**

*Motion:* Director Rose-Kociela moved to approve the amended budget for the 2023-2024 fiscal year. Seconded by Director Turkenburg, the motion carried.

**Approval of 2024-25 Proposed Budget**

*Motion:* Director Rose-Kociela moved to approve the proposed budget for the 2024-2025 fiscal year. Seconded by Director Turkenburg, the motion carried.

**May Financials**

*Motion:* Director Turkenburg moved to approve the May financial statements. Seconded by Director Rose-Kociela, the motion carried.

**ICRIMP Insurance Renewal**

*Motion:* Director Turkenburg moved to approve the renewal of the ICRIMP insurance policy. Seconded by Director Rose-Kociela, the motion carried.

**Disposal of Assets**

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

**Installation of New Phone Cabling and Bell System**

*Motion:* Director Turkenburg moved to approve the installation of a new phone cabling and bell system. Seconded by Director Rose-Kociela, the motion carried.

**New Lockers**

*Motion:* Director Rose-Kociela moved to approve the purchase and installation of new lockers. Seconded by Director Turkenburg, the motion carried.

**South Building Construction Bid**

*Motion:* Director Turkenburg moved to approve the construction bid for the South Building. Seconded by Director Rose-Kociela, the motion carried.

**HVAC on North Building Modular**

*Motion:* Director Rose-Kociela moved to approve the purchases and installation of an HVAC system on the north building. Seconded by Director Turkenburg, the motion carried.

**REGULAR COMMITTEE  
REPORTS**

**Finance & Long-Range Planning Committee**

The committee met and reviewed the budget.

**Scholarship Committee**

Scholarship winners were selected and a list of recipients was included in board packets. Every member of the Class of 2024 also received a \$500 scholarship.

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

Entered executive session at 4:30 PM.

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

Returned to open session at 4:33 PM.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

**2024-2025 Meeting Dates**

The board set meeting dates for the 2024-2025 fiscal year. It was decided to move meetings to the second Monday of each month.

*Motion: Director Rose-Kociela moved to change monthly board meetings to the second Monday of the month at 5:00 PM for the 2024-2025 fiscal year. Seconded by Director Turkenburg, the motion carried.*

**ADJOURNMENT**

Chairman MacPhee called for a motion to adjourn at 4:36 PM.

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

---

Cheri Rose-Kociela, Secretary