



## **BOARD OF DIRECTORS MEETING**

**MONDAY, JANUARY 13, 2025**

COEUR D'ALENE CHARTER ACADEMY  
4904 N DUNCAN DRIVE, COEUR D'ALENE

### **AMENDED AGENDA**

1. Call to Order
2. Quorum Check
3. Pledge to the Flag
4. Action Items
  - a. Approval of Agenda and Amended Agenda
  - b. Approval of Consent Agenda
    - i. Meeting Minutes from December 9, 2024
5. Public Comment
6. ASB Report
7. CPO Report
8. Principal's Report
  - a. Enrollment Report
  - b. Alumni Update
9. Vice Principal's Report
  - a. Activities & Discipline Report
10. CFO/Business Manager's Report
  - a. December Financials - Action Item
  - b. Approval of North Building Heat Tape – Action Item
11. Regular Committee Reports
  - a. Finance/LRP
  - b. Scholarship
    - i. 2025 Scholarships - Action Item
  - c. Education Excellence
    - i. Future of Education Excellence Committee - Action Item
  - d. Fundraising
12. Executive Session/Roll Call - Action Items  
Idaho Code 74-206 (A) & (B)
13. Action Items from Executive Session
14. Unfinished Business
15. New Business
16. Adjournment

NOTE: If any auxiliary aids or services are needed for individuals with disabilities, please contact the Clerk of the Board at 208.676.1667 no later than three (3) working days before the meeting. PERSONNEL MATTERS ARE ROUTINELY UNDERTAKEN IN EXECUTIVE SESSION. DISCUSSIONS ABOUT SPECIFIC PERSONNEL MATTERS ARE NOT AN APPROPRIATE PART OF AN OPEN MEETING AGENDA.



**COEUR D'ALENE CHARTER ACADEMY, INC.  
BOARD OF DIRECTORS MEETING MINUTES  
DECEMBER 9, 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:</b> <input checked="" type="checkbox"/> Adam Johnson <input checked="" type="checkbox"/> Dan Redline <input checked="" type="checkbox"/> Christine Mabile <input checked="" type="checkbox"/> Cheri Rose-Kociela <input checked="" type="checkbox"/> Scott MacPhee <input checked="" type="checkbox"/> Britni Turkenburg  Director Rose-Kociela confirmed a quorum was present.  <b>Other attendees:</b> Dan Nicklay, Angela Durick, Laura Beyer, Virginia Hammond, Dr. Bill Proser, Ben Meine, Campbell Hancock
<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 Redline moved to approve the agenda as presented. Seconded by Director Mabile, the motion carried.</i>  Chairman MacPhee called for an approval of the consent agenda, containing the minutes from November 11, 2024.  <i>Motion: Director Rose-Kociela moved to approve the minutes from November 11, 2024 as presented. Seconded by Director Turkenburg, the motion carried.</i>
<b>AUDIT PRESENTATION</b>	Toni Hackwith with Alpine Summit was unable to attend for the audit review. There were no concerns with the audit so her presentation will not be rescheduled.
<b>PUBLIC COMMENT</b>	Dr. Proser shared the Educator's Pledge from the American Association of Educators. Dr. Proser has been asked to join their board. This organization serves as an alternative to a union for teachers who wish to join.  Mrs. Hammond congratulated the drama students on winning the state championship for the 6 <sup>th</sup> year in a row!
<b>ASB REPORT</b>	Campbell Hancock presented the ASB report. ASB is running a toy drive for Toys for Tots and a giving tree for the staff. They are also partnering with the Positivity Club with their hot cocoa stand to raise money for the Nitti family who is dealing with a challenging time.
<b>CPO REPORT</b>	No report.

## PRINCIPAL'S REPORT

### Enrollment Report

Mr. Nicklay presented the enrollment report. There are currently 586 students enrolled in grades 6-12, which is a net loss of 3 from last month.

### Alumni Update

Sasha Westly ('17) sent a letter about what she has been up to, including starting two video game companies, one of which she currently works with. She is also currently working for Meta (AKA Facebook).

## VICE PRINCIPAL'S REPORT

### Activities & Discipline Report

Mr. Nicklay shared the Activities & Discipline Report in Mr. Lippy's absence. This Wednesday the seniors will be presenting their senior projects. All are invited and welcome to attend. Band and choir concerts are upcoming.

## BUSINESS MANAGER'S REPORT - A. DURICK

Mrs. Durick shared that the ISBA is hosting some board webinars and encouraged the board members to attend.

The annual report from the Charter Commission is included in board packets, and the Academy has exceeded every standard.

### Financial Statements

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

### Budget Amendment

Mrs. Durick reviewed budget amendments and requested the approval of the board.

*Motion: Director Mabile moved to approve the amended budget as presented. Seconded by Director Johnson, the motion carried.*

## REGULAR COMMITTEE REPORTS

### Finance & Long-Range Planning Committee

The committee met and reviewed the financial statements and construction projects.

### Scholarship Committee

Did not meet.

### Education Excellence Committee

Did not meet and the possibility of disbanding this committee will be discussed at next month's meeting.

### Fundraising Committee

The gala committee continues to meet. The popular class baskets were created via Amazon wishlists this year which has proved to be a big success. There have been 6 tables sold and a total of 65 tickets. The price increases for individual tickets on January 1. Director Rose-Kociela thanked the committee for their hard work.

## 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 Redline – yes, Director Rose-Kociela – yes, Director Turkenburg – yes, Director Johnson – yes, Director Mabile - yes, the motion carried.

Entered executive session at 5:26 PM.

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

Returned to open session at 5:49 PM.

*Motion: Director Turkenburg moved to approve Sam Redline and Jack Bredeson for temporary custodial duties at approximately an additional \$2,500. Seconded by Director Rose-Kociela, the motion carried with Director Redline recusing himself from voting.*

## NEW BUSINESS

### Policy Updates

- **Student-Owned Electronic Communications Devices**  
Mr. Nicklay presented a policy for approval at next month’s meeting. While not much changes from how the school has previously been operating, Governor Little is now requiring schools to put a policy in place. Mr. Nicklay asked the board to read the policy and come with comments and suggestions next month.
- **Charter School-Provided Access to Electronic Information**  
This policy is not yet ready for review, and has been shared with the tech team for their input.

### Enrollment Caps

Mr. Nicklay introduced proposed enrollment caps for the 2025-2026 school year, which are as follows:

6<sup>th</sup> – 162  
7<sup>th</sup> – 135  
8<sup>th</sup> – 135  
9<sup>th</sup> – 100  
10<sup>th</sup> – 75  
11<sup>th</sup> – 68  
12<sup>th</sup> – 60  
Total – 735

*Motion: Director Mabile moved to approve the enrollment caps for 2025-2026 as presented. Seconded by Director Turkenburg, the motion carried.*

## ADJOURNMENT

Chairman MacPhee called for a motion to adjourn at 6:07 PM.

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

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Cheri Rose-Kociela, Secretary



**To:** Coeur d'Alene Charter Academy Board of Directors  
**From:** Vice-Principal Aaron Lippy  
**Re:** Activities Report/Disciplinary Report  
**Date:** January 13, 2025

## ACTIVITIES REPORT:

- N/A

## DISCIPLINE REPORT:

Violations		Consequences	
Uniform Violation		Verbal Warning	12
Insubordination	1		
Physical Aggression/Rough Play		Failed Assignment	2
Cell Phone/Electronic Device Violation	1		
Inappropriate Language		Detention- 30 min.	9
Disrupting Class	7	Detention- 1 hour	6
Not Following Rules	9		
Harassment		Detention- 2 hours	1
Inappropriate Behavior		Detention- 3 hours	
Destruction of Property			
Disrespect of Staff Member	1	Loss of the device for the rest of day	1
Threat of Violence			
Leaving a Mess		Suspension 1 day	
Not Prepared	4	Suspension 2 day	
PDA		Suspension 3 day	
Stealing		Suspension 5 day	
Possession or use of alcohol/drug/tobacco			
Failure to Serve Detention	1		
Tardy	5		
Academic Dishonesty	2		
<b>Total</b>	<b>31</b>	<b>Total</b>	<b>31</b>

**Coeur d'Alene Charter Academy, Inc.**  
**Balance Sheet All Funds**  
**As of December 31, 2024**

	<b>M &amp; O</b>	<b>Student Act.</b>	<b>Technology</b>	<b>Safe &amp; Drug</b>	<b>IDEA-B</b>	<b>Title II</b>	<b>Cap. Constr.</b>	<b>Fac. Maint</b>	<b>Bld Trust</b>	<b>Schlshp Trst</b>	<b>Total</b>
	<b>#100</b>	<b>#238</b>	<b>#245</b>	<b>#246</b>	<b>#257</b>	<b>#271</b>	<b>#410</b>	<b>#425</b>	<b>#715</b>	<b>#716</b>	
<b>ASSETS</b>											
<b>Cash:</b>											
Cash	\$6,399										\$6,399
Investments bankcda (3.12%)	86,900										86,900
Investments ICCU	81										81
Investments MACU	36										36
Investments LGIP (4.71%)	3,933,289										3,933,289
Raymond James Investment (4.07%)	715,696										715,696
Raymond James 0761 (4%)	721,595										721,595
<b>Receivables:</b>											
A/R from other funds		205,504	-41,971	18,192	-6,108		234,974	5,111	52,906	31,344	499,950
A/R Accruals											
Prepaid Expenses											
Transfer-In other funds											
<b>TOTAL ASSETS</b>	<b>\$5,463,995</b>	<b>\$205,504</b>	<b>-\$41,971</b>	<b>\$18,192</b>	<b>-\$6,108</b>	<b>\$0</b>	<b>\$234,974</b>	<b>\$5,111</b>	<b>\$52,906</b>	<b>\$31,344</b>	<b>\$5,963,945</b>
<b>LIABILITIES &amp; FUND BALANCES</b>											
<b>Liabilities:</b>											
A/P to other funds (internal)	\$499,869										\$499,869
Accounts Payable (external)											
Salaries & Benefits payable (July-August)											
Extra-Curricular Fee											
Sales Tax Payable	\$430	273							116		
Interest & fees payable											
Deferred Revenue											
<b>Total Liabilities</b>	<b>\$500,299</b>	<b>\$273</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$116</b>	<b>\$0</b>	<b>\$499,869</b>
<b>Fund Balances:</b>											
Committed for Grants & Projects											
Assigned	\$4,963,696	\$205,231	-\$41,971	\$18,192	-\$6,108	\$0	\$234,974	\$5,111	\$52,790	\$31,344	\$5,464,077
Unassigned											
<b>Total Fund Balances</b>	<b>\$4,963,697</b>	<b>\$205,231</b>	<b>-\$41,971</b>	<b>\$18,192</b>	<b>-\$6,108</b>	<b>\$0</b>	<b>\$234,974</b>	<b>\$5,111</b>	<b>\$52,790</b>	<b>\$31,344</b>	<b>\$5,463,258</b>
<b>TOTAL LIAB. &amp; FUND BALANCES</b>	<b>\$5,463,995</b>	<b>\$205,504</b>	<b>-\$41,971</b>	<b>\$18,192</b>	<b>-\$6,108</b>	<b>\$0</b>	<b>\$234,974</b>	<b>\$5,111</b>	<b>\$52,906</b>	<b>\$31,344</b>	<b>\$5,963,945</b>

**Coeur d'Alene Charter Academy, Inc.**  
**Statement of Revenues, Expenditures, and Changes in Fund Balances**  
**For the Month Ended December 31, 2024**

	General Fund	Capital Projects Fund	Plant Facilities Lottery Fund	Non-Major Special Revenue Funds	Total
<b>REVENUES</b>					
Interest income	103,546	0	0	1,127	\$104,673
Other local revenue	187,768	0	0	106,060	\$293,828
State assistance and reimbursements	3,936,637	0	0	0	\$3,936,637
<b>Total revenues</b>	<b>\$4,227,951</b>	<b>\$0</b>	<b>\$0</b>	<b>\$107,187</b>	<b>\$4,335,138</b>
<b>EXPENDITURES</b>					
Instruction programs:				0	
Secondary programs	1,220,939	0	0	0	\$1,220,939
Special education programs	35,434	0	0	0	\$35,434
Interscholastic & school activity programs	58,601	0	0	70,971	\$129,572
<b>Total instruction programs</b>	<b>\$1,314,973</b>	<b>\$0</b>	<b>\$0</b>	<b>\$70,971</b>	<b>\$1,385,944</b>
Support services programs:					
Attendance, guidance and health program	45,124	0	0	0	\$45,124
Special education support services program	64	0	0	6,108	\$6,172
Instructional improvement program	3,465	0	0	0	\$3,465
Instructional related technology program	0	0	0	91,724	\$91,724
School administration program		0	0	39,200	\$39,200
General administrative services	316,792	0	0	1,424	\$318,215
Business operations program	183,531	0	0	0	\$183,531
Custodial and maintenance program	197,761	152,261	1,089	0	\$351,112
Security and Safety	5,279	0	0	281	\$5,561
Transportation program	0	0	0	0	\$0
<b>Total support services programs</b>	<b>\$752,017</b>	<b>\$152,261</b>	<b>\$1,089</b>	<b>\$138,737</b>	<b>\$1,044,104</b>
Non-instruction enterprise operations	\$28,760	\$0	\$0	\$0	\$28,760
Capital asset program	\$0	\$0	\$0	\$47,103	\$0
Debt service program: Principle retirement				0	
Principle retirement	101,416	0	0	0	\$101,416
Interest	10,524	0	0	0	\$10,524
<b>Total debt service program</b>	<b>\$111,940</b>	<b>\$0</b>	<b>\$0</b>	<b>\$47,103</b>	<b>\$159,043</b>
<b>Total expenditures</b>	<b>\$2,207,690</b>	<b>\$152,261</b>	<b>\$1,089</b>	<b>\$256,811</b>	<b>\$2,617,851</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<b>2,020,261</b>	<b>-152,261</b>	<b>-1,089</b>	<b>-127,172</b>	<b>\$1,739,739</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Proceeds from sale of capital assets	0	0	0	0	\$0
Transfers in	0	79,547	0	0	\$79,547
Contingency reserve	-43,423	0	-36,124	0	-\$79,547
<b>Total other financing sources (uses)</b>	<b>0</b>	<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>
<b>NET CHANGE IN FUND BALANCES</b>	<b>-\$43,423</b>	<b>-\$72,714</b>	<b>-\$37,213</b>	<b>\$0</b>	<b>-\$153,350</b>
<b>FUND BALANCES, beginning</b>	<b>\$1,976,838</b>	<b>-\$72,714</b>	<b>-\$37,213</b>	<b>-127,172</b>	<b>\$1,739,739</b>
<b>FUND BALANCES, ending</b>	<b>\$2,986,860</b>	<b>\$307,688</b>	<b>\$42,324</b>	<b>386,648</b>	<b>\$3,723,520</b>
	<b>\$4,963,697</b>	<b>\$234,974</b>	<b>\$5,111</b>	<b>\$259,477</b>	<b>\$5,463,258</b>

**Coeur d'Alene Charter Academy, Inc.**  
**General Fund (100)**  
**For the Month Ended December 31, 2024**

	Budgeted	Month to Date	Year to Date	Left in Budget	MTD%	YTD%
<b>REVENUES</b>						
Interest income	183,000	8,830	103,546	79,454	5%	57%
Other local revenue	189,203	34,674	187,768	1,435	18%	99%
State assistance and reimbursements	5,267,259	0	3,936,637	1,330,622	0%	75%
Total revenues	<u>\$5,639,462</u>	<u>\$43,503</u>	<u>\$4,227,951</u>	<u>\$1,411,511</u>	<u>1%</u>	<u>75%</u>
<b>EXPENDITURES</b>						
Instruction programs:						
Secondary programs	3,475,491	288,611	1,220,939	2,254,552	8%	35%
Special education programs	52,549	8,603	35,434	17,115	16%	67%
Interscholastic & school activity programs	163,027	4,646	58,601	104,426	3%	36%
Total instruction programs	<u>\$3,691,067</u>	<u>\$301,860</u>	<u>\$1,314,973</u>	<u>\$2,376,094</u>	<u>8%</u>	<u>36%</u>
Support services programs:						
Attendance, guidance and health program	136,646	11,499	45,124	91,522	8%	33%
Special education support services program	200	0	64	136	0%	0%
Instructional improvement program	22,625	-299	3,465	19,160	-1%	15%
Instructional related technology program	0	0	0	0	0%	0%
School administration program						
General administrative services	618,127	55,312	316,792	301,336	9%	51%
Business operations program	359,859	28,278	183,531	176,986	8%	51%
Custodial and maintenance program	395,527	26,911	197,761	197,766	7%	50%
Security and Safety	39,600	1,179	5,279	34,321	3%	13%
Transportation program	0	0	0	0	0%	0%
Total support services programs	<u>\$1,572,584</u>	<u>\$122,880</u>	<u>\$752,017</u>	<u>\$821,225</u>	<u>8%</u>	<u>48%</u>
Non-instruction enterprise operations	<u>\$70,000</u>	<u>\$5,720</u>	<u>\$28,760</u>	<u>\$41,240</u>	<u>0%</u>	<u>0%</u>
Capital asset program	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>0%</u>	<u>0%</u>
Debt service program: Principle retirement						
Principle retirement	197,487	17,011	101,416	96,071	9%	51%
Interest	26,714	1,098	10,524	16,190	4%	39%
Total debt service program	<u>\$224,201</u>	<u>\$18,109</u>	<u>\$111,940</u>	<u>\$112,261</u>	<u>8%</u>	<u>50%</u>
Total expenditures	<u>\$5,557,852</u>	<u>\$448,570</u>	<u>\$2,207,690</u>	<u>\$3,350,820</u>	<u>8%</u>	<u>40%</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>						
	81,610	-405,066	2,020,261	-1,939,309	-496%	0%
<b>OTHER FINANCING SOURCES (USES)</b>						
Proceeds from sale of capital assets	0	0	0	0	0%	0%
Transfers in	489	0	0	489	0%	0%
Transfers out	-3,044,782	0	-43,423	-3,001,359	0%	0%
Contingency reserve	41,700	0	0	41,700	0%	0%
Total other financing sources (uses)	<u>-\$3,002,593</u>	<u>\$0</u>	<u>-\$43,423</u>	<u>-\$2,959,170</u>	<u>0%</u>	<u>1%</u>
<b>NET CHANGE IN FUND BALANCES</b>	<u>-\$2,920,983</u>	<u>-\$405,066</u>	<u>\$1,976,838</u>	<u>-\$4,898,479</u>	<u>14%</u>	<u>-68%</u>
<b>FUND BALANCES, beginning</b>	<u>\$2,027,682</u>	<u>\$2,986,860</u>	<u>\$2,986,860</u>	<u>\$0</u>	<u>147%</u>	<u>147%</u>
<b>FUND BALANCES, ending</b>	<u>-\$893,301</u>	<u>\$2,581,793</u>	<u>\$4,963,697</u>	<u>-\$4,898,479</u>	<u>-289%</u>	<u>-556%</u>



**Coeur d'Alene Charter Academy, Inc.**  
**Student Activities (238)**  
**Schedule of Changes in Deposit Balances**  
**For the Month Ended December 31, 2024**

Activity	#	Cash			Cash
		7/1/2024	Receipts	Disbursements	11/30/2024
Bookstore	300	4,483	0	0	4,483
French	301	733	0	0	733
Girls Soccer	302	15,641	6,352	8,067	13,926
Speech & Debate	303	1,735	0	339	1,396
Volleyball	305	1,512	800	868	1,444
Prom	306	959	0	600	359
Junior Class	307	12	0	0	12
Sophomore Class	308	0	930	916	14
Freshman Class	309	149	0	0	149
8th Grade	310	528	0	0	528
7th Grade	311	0	0	0	0
X-Country	312	1,901	1,095	618	2,378
ASB	314	4,003	1,240	2,290	2,953
Academic Team	315	2,267	0	0	2,267
Chess Club	316	405	0	0	405
Choir	317	5,075	2,775	2,627	5,223
Model UN	318	898	3,740	3,164	1,474
Latin	319	46	0	0	46
Spanish	320	816	0	0	816
Science Clubs	321	515	160	5	670
Yearbook/Jrnsms	322	52,733	19,705	6,453	65,986
NHS	323	788	652	0	1,440
6th Grade	324	733	1,661	1,255	1,140
Band	325	15,580	22,379	23,656	14,303
Ski Club	326	1,958	14,900	994	15,864
NJHS	327	427	270	63	634
Track	328	7,953	0	1,349	6,604
Basketball	329	1,000	0	0	1,000
Drama	330	22,283	10,784	6,525	26,542
Staff Sunshine	332	-50	0	-90	40
Tennis	333	3,936	0	181.66	3,754
Trail Creek	334	7,781	0	0	7,781
Art Club	335	681	0	681	0
Boys Soccer	336	3,008	6,537	4,408	5,137
Archery Club	338	1,863	225	8	2,080
Positivity Club	339	717	1,301	65	1,953
Ant 'oqmi 'wes	340	270	0	0	270
Math Counts	341	290	0	0	290
Rocket Club	342	45	0	0	45
Pickleball	345	0	300	9	291
Miscellaneous	350	16,993	0	5,647	11,346
<b>Totals</b>		<b>\$180,667</b>	<b>\$95,807</b>	<b>\$70,698</b>	<b>\$205,504</b>

Accounts Payable	
Sales Tax Payal	\$273
<b>Total</b>	<b>\$205,231</b>

**Coeur d'Alene Charter Academy, Inc.**  
**Scholarship Trust (716)**  
**Schedule of Changes in Deposit Balances**  
**For the Month Ended December 31, 2024**

<b>Activity</b>	<b>#</b>	<b>Cash 7/1/2024</b>	<b>Receipts</b>	<b>Disbursements</b>	<b>Cash 12/31/2024</b>
Jeff Child Memorial Scholarship	70	\$8,665	\$80	\$2,200	\$5,008
Kohli Memorial Scholarship	71	\$6,595	\$15	\$6,000	\$611
Green Scholarship	72	\$2,006	\$13	\$1,000	\$0
Verheaghe Scholarship	73	\$1,003	\$7	\$500	\$0
General Scholarships	74	\$50,776	\$1,302	\$29,500	\$24,724
	75	\$0	\$1,000	\$0	\$1,000
<b>Totals</b>		<b>\$69,045</b>	<b>\$2,417</b>	<b>\$39,200</b>	<b>\$31,344</b>

**Coeur d'Alene Charter Academy, Inc.**  
**Non-Major Funds**  
**Statement of Revenues, Expenditures, and Changes in Fund Balances**  
**For the Month Ended December 31, 2024**

	Student Act. #238	Technology #245	Safe&Drug #246	IDEA-B #257	Title II #271	Bld Trust #715	Schshp Trst #716	Total
<b>REVENUES</b>								
Interest income	0	0	0	0	0	629	499	1,127
Other local revenue	95,534	0	0	0	0	9,526	1,000	106,060
State assistance and reimbursements	0	0	0	0	0	0	0	0
Total revenues	<u>\$95,534</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$10,155</u>	<u>\$1,499</u>	<u>\$107,187</u>
<b>EXPENDITURES</b>								
Instruction programs:								0
Secondary programs	0		0	0	0	0	0	0
Special education programs	0	0	0	0	0	0	0	0
Interscholastic & school activity programs	70,971	0	0	0	0	0	0	70,971
Total instruction programs	<u>\$70,971</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$70,971</u>
Support services programs:								
Attendance, guidance and health program	0	0	0	0	0	0	0	0
Special education support services program	0	0	0	6,108	0	0	0	6,108
Instructional improvement program	0	0	0	0	0	0	0	0
Instructional related technology program	0	91,724	0	0	0	0	0	91,724
School administration program	0	0	0	0	0	0	39,200	39,200
General administrative services	0	0	0	0	0	1,424	0	1,424
Business operations program	0	0	0	0	0	0	0	0
Custodial and maintenance program	0	0	0	0	0	0	0	0
Security and Safety	0	0	281	0	0	0	0	281
Transportation program	0	0	0	0	0	0	0	0
Total support services programs	<u>\$0</u>	<u>\$91,724</u>	<u>\$281</u>	<u>\$6,108</u>	<u>\$0</u>	<u>\$1,424</u>	<u>\$39,200</u>	<u>\$138,737</u>
Non-instruction enterprise operations	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Capital asset program	<u>\$0</u>	<u>\$24,651</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$47,103</u>
Debt service program: Principle retirement	0	0	0	0	0	0	0	0
Principle retirement	0	0	0	0	0	0	0	0
Interest	0	0	0	0	0	0	0	0
Total debt service program	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$47,103</u>
Total expenditures	<u>\$0</u>	<u>\$116,375</u>	<u>\$281</u>	<u>\$6,108</u>	<u>\$0</u>	<u>\$1,424</u>	<u>\$39,200</u>	<u>\$256,811</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<b>24,563</b>	<b>-116,375</b>	<b>-281</b>	<b>-6,108</b>	<b>0</b>	<b>8,731</b>	<b>-37,701</b>	<b>-127,172</b>
<b>OTHER FINANCING SOURCES (USES)</b>								
Proceeds from sale of capital assets	0	0	0	0	0	0	0	0
Transfers in	0	0	0	0	0	0	0	0
Transfers out	0	0	0	0	0	0	0	0
Contingency reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0
Total other financing sources (uses)	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>NET CHANGE IN FUND BALANCES</b>	<b>\$24,563</b>	<b>-\$116,375</b>	<b>-\$281</b>	<b>-\$6,108</b>	<b>\$0</b>	<b>\$8,731</b>	<b>-\$37,701</b>	<b>-127,172</b>
<b>FUND BALANCES, beginning</b>	<b>\$180,667</b>	<b>\$74,404</b>	<b>\$18,473</b>	<b>\$0</b>	<b>\$0</b>	<b>\$44,059</b>	<b>\$69,045</b>	<b>386,648</b>
<b>FUND BALANCES, ending</b>	<b>\$205,231</b>	<b>-\$41,971</b>	<b>\$18,192</b>	<b>-\$6,108</b>	<b>\$0</b>	<b>\$52,790</b>	<b>\$31,344</b>	<b>\$259,478</b>



**FUSE ELECTRIC  
LLC**

10029 N Navion Drive– Hayden, Idaho 83835  
Idaho Electrical Contractor's License #026809  
Idaho Public Works License #027171-AAA-4 Expires 7/31/2025  
WA Electrical License #FUSEEEL823K3

## **Electrical Proposal**

**12/16/2024**

**Charter Academy Heat Tape  
4904 N Duncan Drive  
Coeur d'Alene, ID**

### **Base Bid Electrical: \$6,150.00**

Includes materials, labor and permit to install 290' of commercial grade heat tape in gutter along East side of the building and in downspouts with required circuiting.

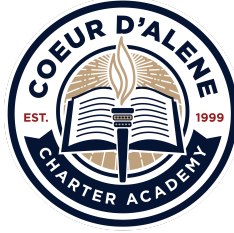
Lower quality heat tape available upon request.

### **Not Included:**

- Automatic Heat Tape Controls

**Approved By:** \_\_\_\_\_

**Thank you for your consideration,  
*Charlie Vignale*  
[charliev@fuseelectricda.com](mailto:charliev@fuseelectricda.com)  
208-651-0524 | 208-762-3873**



# Scholarships

## Proposed Coeur d'Alene Charter Academy Scholarships

- **Graduating Class:** 40
- **Coeur d'Alene Charter Academy Scholarships:** 4
  - General (2)
  - Bob Nelson Memorial Scholarship (1)
  - Founder's Award (1)

## Proposed Motion:

- *I move to approve four \$1000 Coeur d'Alene Charter Academy scholarships for the Class of 2025 and to move \$3,000 from the gala funds into the scholarship fund.*

## Current Scholarship Fund Balances:

<b>Jeff Child Memorial Scholarship</b>	\$5,008.00
<b>Dave Kohli Memorial Scholarship</b>	\$611.49
<b>Green Family Scholarship</b>	\$500 <i>anticipated</i>
<b>Verhaeghe Scholarships (Val/Sal)</b>	\$1000 <i>anticipated</i>
<b>Alumni Scholarship Pool</b>	\$1,000.00
<b>General Scholarships</b>	\$24,724.07

----- Forwarded message -----

From: **Jared Dawson** <[Jared.Dawson@osbe.idaho.gov](mailto:Jared.Dawson@osbe.idaho.gov)>

Date: Thu, Jan 9, 2025 at 3:12 PM

Subject: FW: Charter update

To: [dnicklay@cdacharter.org](mailto:dnicklay@cdacharter.org) <[dnicklay@cdacharter.org](mailto:dnicklay@cdacharter.org)>

Hello Dan, all we need is an updated copy of the bylaws if the Board chooses to amend them at Monday's meeting. Once that is approved and acted on, please just shoot us over an updated copy and we'll update your folder. Let me know if you have any questions, and thanks for the heads up!

Jared Dawson

Program Manager, Idaho Public Charter School Commission

(208) 332-1585

PUBLIC RECORDS NOTICE: Pursuant to Idaho Code § 74-101 through 74-126, this email and responses are subject to the Idaho Public Records law and may be disclosed to the public upon request, unless otherwise exempt from disclosure under the law.

BY-LAWS  
OF  
COEUR D'ALENE CHARTER ACADEMY, INC  
*A Non-For-Profit Corporation*

ARTICLE I

NAME

The name of the corporation shall be COEUR D'ALENE CHARTER ACADEMY, INC., and it is sometimes referred to as "the Corporation" or "the Academy."

ARTICLE II

PURPOSES

The purposes for which the corporation is formed are those set forth in its Articles of Incorporation, as from time to time amended. The Corporation is not formed for pecuniary for financial gain, and no part of the assets, income, or profit of the Corporation is distributable to, or inures to the benefit of its directors or officers.

ARTICLE III

SEAL

Section 1. The seal of the Association shall have inscribed thereon the name of the Association, the year of its organization and the words, "Non-Profit Corporation, Idaho".

Section 2. The Secretary of the Association shall have custody of the seal.

ARTICLE IV

FISCAL YEAR

The fiscal year of the Association shall begin on July 1 and end on June 30.

ARTICLE V

## DIRECTORS

### Section 1. Selection.

The initial Board of Directors shall be selected as set forth in Article IX, subsection B, of the Articles of Incorporation. The number of directors shall be not fewer than three, and not more than fifteen.

Following selection of the initial Board of Directors, the Board of Directors shall select from among the Board of Directors a Nominating Committee which shall meet periodically and when the terms of the Board members expire or when a vacancy otherwise occurs. The Nominating Committee shall recommend at least one (1) candidate and not more than three (3) candidates to fill the vacated position. The Board may select from the candidates recommended by the Nominating Committee, ask the Committee for new candidates, and any Director may place a name in nomination at any time. The initial board having served their staggered terms, all board appointments will be three years in duration, expiring in November. There is no limit on the number of terms a director may serve.

All Directors selected shall share the educational philosophy of the COEUR D'ALENE CHARTER ACADEMY, INC.

The proposed candidate shall be drawn from three (3) groups of people: parents of Academy students; educators; and civic volunteers in Kootenai County. Recognizing that one person could be a representative of all three groups, the Nominating Committee and the Board itself shall try to maintain a balance on the Board from the three groups.

### Section 2 Board Conduct.

The Board of Directors shall conduct their affairs in a manner consistent with Idaho laws concerning governmental entities.

### Section 3. Board Powers.

- A. The Board shall have all the powers vested in it by the laws of the State of Idaho, including the Charter School Enabling Act as it is from time to time amended and all the powers vested in it by the Idaho Nonprofit Corporation Act, and including the power to set educational policies for the Academy.



- B. The Board of Directors shall adopt rules and regulations for the conduct of the affairs of this corporation and of its members not inconsistent with these By-Laws, shall appoint such standing committees as are provided for in Article VII of these By-Laws, and may appoint such special committees from time to time as may be necessary and convenient.
- C. A majority of the Board of Directors shall constitute a quorum for the transaction of business at any meeting of the Board. The Board of Directors may, by its own rules and regulations, regulate and fix times for regular and/or special meetings, and may further provide the manner and mode of giving notices thereof.
- D. The act by a majority of the Directors present at any meeting at which a quorum is present shall be the act of the Board of Directors, unless the act of a greater number is required by law or by these By-Laws.

## ARTICLE VI OFFICERS

Section 1. The officers of the corporation shall be a Chairman of the Board, a Vice Chairman, a President, Secretary and Treasurer. The Chairman shall be elected by a majority vote of the Board upon resignation or removal of a sitting Chairman. The Chairman shall remain in his or her office until the term of his/her Board appointment expires, or until he or she is removed from the position as described in Section 2 of these bylaws. Upon expiration of his or her term, the board shall entertain nominations for a new Chairman; the sitting Chairman may be nominated and re-elected. This same process shall be followed for the election and removal of the Vice Chairman. The Board of Directors shall, immediately following each annual meeting of the voting members, select a President/Principal who shall not be a member of the Board of Directors and a Secretary and a Treasurer who shall be members of the Board of Directors who shall hold each such office for the ensuing year. The offices of Secretary and Treasurer may be held by the same person. An Assistant Secretary may be appointed if desired by the Board to undertake such duties as may be delegated to him or her.

Section 2. Any officer elected or appointed by the Board of Directors may be removed by the Board whenever in its best judgment the interest of this corporation would be served thereby, but such removal shall be without prejudice to the contract rights, if any, of the officer so removed. Such removal shall be in conformity with the provisions of Section 30-1-51, Idaho Code. Any director may be removed at a special meeting called for that purpose as provided in Section 30-1-39 of the Idaho Code.

Section 3. Any vacancy in any office caused by death, resignation, removal, disqualification, or otherwise may be filled by the Board of Directors for the unexpired portion of the term.

Section 4. The President shall be the principal executive officer of this corporation and shall, in general, supervise the management of the business and affairs of the corporation. He shall be present at all meetings of the Board of Directors. He may sign with the Secretary or any proper officer of the Corporation authorized by the Board of Directors, any deed, mortgages, bonds, contracts, or other instruments which the Board of Directors have been authorized to execute, and in general he shall perform all duties incident to the office of the President, and such other duties as may be prescribed by the Board of Directors from time to time.

The Chairman of the Board shall preside at all meetings of the Board and shall be a voting member on all matters subject to a Board vote. In the absence of the Chairman of the Board, the Vice Chairman will perform all the duties of the Chairman of the Board and, when so acting, shall have all the powers of and be subject to all the restrictions upon, the Chairman of the Board. The Vice Chairman shall have such other powers and perform such other duties as the Board may prescribe from time to time.

Section 5. If required by the Board of Directors, the Treasurer shall give bond for the faithful performance of his or her duties in such amount as the Board of Directors shall determine. He or she shall have charge and custody of and be responsible for all funds and securities of the corporation, receive and give receipts for moneys due and payable to the corporation and in general perform all duties incident to the office of Treasurer.

Section 6. The Secretary shall keep the minutes of the meetings of the voting members and of the Board of Directors in one or more books provided for that purpose, see that all notices are duly given in accordance with the provisions of these By-Laws and as required by law, be custodian of the corporate records and the seal of the corporation, and see that the seal of the corporation is affixed to all documents, the execution of which on behalf of the corporation under its seal is duly authorized in accordance with these provisions, keep a register of the post office addresses of each Director and in general perform all duties which are incident to the office of Secretary, and such other duties as may from time to time be assigned to him by the President or by the Board of Directors.

## ARTICLE VII COMMITTEES

Section 1. The Board of Directors shall appoint the following standing committees and delegate such authority to them as is consistent with their stated responsibilities and desirable for the best conduct of the affairs of the corporation, but such action shall not operate to relieve the Board of directors of any responsibility imposed on them by law.

### Section 2. Standing Committees:

A. Finance and Planning Committee. This committee shall be responsible for advising the Board of Directors regarding all financial matters of the corporation including long-range planning, and the proper operation, maintenance, management, and development of any facilities and activities of the corporation, and shall recommend to the Board of Directors by March 1 of each year a consolidated budget for the ensuing school year. Except under extraordinary circumstances, this committee will recommend a budget balancing anticipated income and expenditures.

This committee shall be comprised of a chairman appointed from the Board of Directors by the Directors and two (2) other members who shall be Board members.

~~B. Education Excellence Committee. This committee shall be responsible for advising the Board of Directors regarding ways in which the COEUR D'ALENE CHARTER ACADEMY may improve the academic and intellectual excellence of our students.~~

C. Scholarship Committee. This committee shall be responsible for identifying scholarships for the students at institutions of higher education and to advise and assist students and their parents in applying for such scholarships.

D. Fundraising Committee. This committee shall be responsible for fundraising and grant applications for the COEUR D'ALENE CHARTER ACADEMY, including the creation of a separate free-standing foundation and other related activities and to report to the Board from time to time and no less than semi-annually of its activities.

Section 3. Each standing committee set forth in Section 1, paragraphs B, C, and D above, shall be chaired by a member of the Board of Directors. It is not necessary that members of these committees shall be Directors.

Section 4. The Board of Directors, by resolution adopted by a majority thereof, may designate such additional committees as it may consider necessary and desirable for the proper conduct of the affairs of this corporation, shall have full discretion as to the composition, term and authority of committees or delegation thereto of authority shall not operate to relieve the Board of Directors of any responsibility imposed upon them by law.

Section 5. All standing committees and other committees authorized by these By-Laws or appointed by the Board of Directors as permitted by these By-Laws shall, by their own rules and regulations, organize and conduct and operate their own committee in a manner not inconsistent with these By-Laws, the rules of the Board of Directors, or the requirements of the law.

Section 6. The Board of Directors may by two-thirds (2/3) affirmative vote remove any committee member from office with or without cause.

Section 7. The President with the advice and consent of the Board of Directors may appoint successors to serve out the unexpired term of any committee member who

may resign, be removed, or be disqualified from holding office or vacate his office for any reason whatsoever.

## ARTICLE VIII

### CONTRACTS, CHECKS, DEPOSITS AND FUNDS

Section 1. The Board of Directors may authorize any officer or officers, agent or agents of the corporation, in addition to the officer so authorized by these By-Laws, to enter into any contract or to execute and delivery any instrument in the name of and on behalf of the corporation, and such authority may be general or confined to specific instances, but such action shall not operate to relieve the Board of Directors of any responsibility imposed on them by law or by these By-Laws.

Section 2. All checks, drafts or orders for the payment of money, notes or other evidences of indebtedness issued in the name of the corporation shall be signed by such officer or officers, or agent or agents of the corporation and in such manner as shall be from time to time determined by resolution of the Board of Directors. In the absence of such determination by the Board of Directors, such instrument shall be signed by the Secretary, or Secretary and Treasurer if held by one individual, and countersigned by the President or Vice President of the corporation.

Section 3. All funds of this corporation shall be deposited from time to time to the credit of the corporation in such banks, trust companies, or other depositories as the Board of Directors may direct or select.

Section 4. The Board of Directors may accept on behalf of the corporation any contribution, gift, bequest, or device for the general purpose or for any special purposes of this corporation.

## ARTICLE IX

### AMENDMENTS

Section 1. These By-Laws may be amended, modified, or repealed by a majority vote of all Directors present at any regular or special meeting of the Directors.

Section 2. Within thirty (30) days following any meeting at which these By-Laws are amended, copies of said amendments shall be made available to the Directors. Copies of the full By-Laws as amended shall be prepared annually and made available on request to the Directors not less than sixty (60) days prior to beginning of the school year of the Academy.

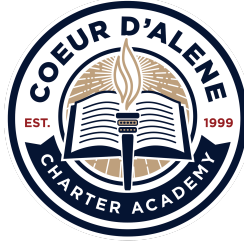
ARTICLE X  
RECORDS

All books and records of the corporation may be inspected by any Director or his agent for any proper purpose and at any reasonable time.

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary



## FUNDRAISING & MARKETING UPDATE

### GALA & AUCTION

- Gala is scheduled for Saturday, March 1, 2025 at The Coeur d'Alene Resort
- Currently 114 tickets sold (2024 = 161, 2023 = 233)
- Tickets are still on sale!
- We have sold 8 table sponsorships
- Other sponsorships sold include Nexus Worldwide as the Paddle Sponsor, Bankcda as the Live Auction sponsor, Lacey Green as Photography sponsor, and Verdant Law Care as Volunteer sponsor
- We are still looking for sponsors and donors
- We have 10 bakeries (so far) donating desserts for the Dessert Dash. We would love more!
- We have several amazing auction items that have been donated including a Breville espresso machine and one year of coffee from Doma, a paddleboard from Black Sheep, \$500 of meat from Mountain View Custom Meats, and Hamilton tickets and a one night stay at the Davenport from one of our top supporters.

### YEAR-END DONATION CAMPAIGN

- Donations continue to trickle in in response to the year-end donor mailer. We are right around \$30,000 from this year's mailer.

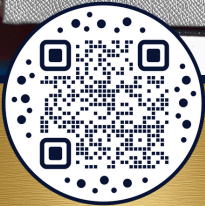
### MARKETING UPDATE

- We will be on the big screen as a pre-movie ad at Hayden Cinemas for the next year. Watch for our 15-seconds of fame before every movie!
- Annual enrollment campaign is underway. We ran a full-page ad on December 29 in the CDA Press, and also have been running ads on Facebook.

FREE College Preparatory Education for Grades 6-12

# COEUR D'ALENE CHARTER ACADEMY

*Where potential turns  
into possibility...*



Award winning drama, band,  
choir & visual arts programs!



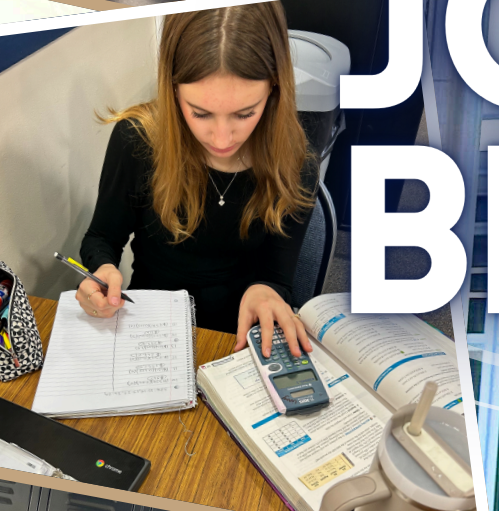
NEW YEAR...

New Beginnings!



Apply Today!

LET YOUR JOURNEY BEGIN →



at COEUR D'ALENE CHARTER ACADEMY



FOR A FREE TOP-RATED COLLEGE PREPARATORY EDUCATION!

PRIORITY APPLICATION DEADLINE MARCH 14 @ 4 PM

www.cdacharter.org | 208.676.1667

2025-2026 Enrollment: 735

Coeur d'Alene Charter Academy is a public charter school and all prospective students will be given the opportunity to enroll, regardless of race, color, national origin, ethnicity, religion, gender, socioeconomic status, or special needs.

4th Annual Partners in Education Gala & Auction

Saturday, March 1, 2025

The Coeur d'Alene Resort

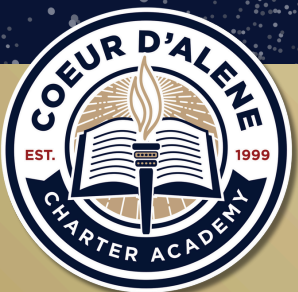
Purchase Tickets or Become a Sponsor: auctria.events/chartergala25



denim and diamonds



Thank you to our gala sponsors...

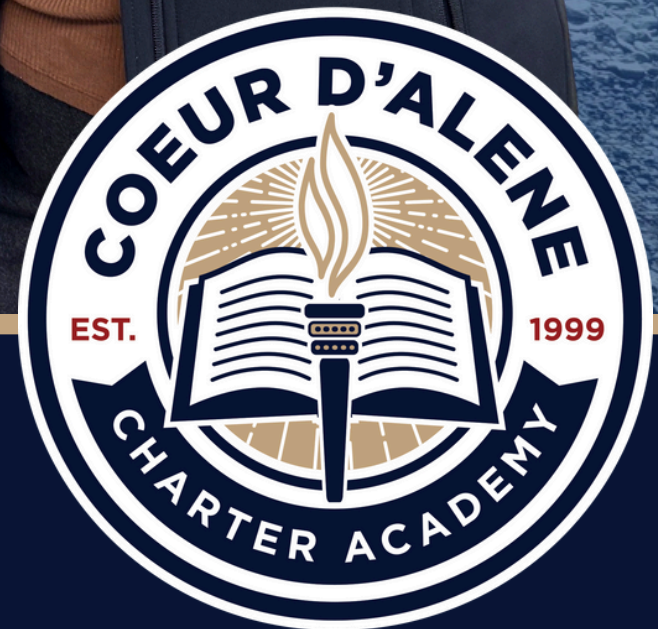


I love Charter because...

“We all have one goal to accomplish: we want students to graduate as strong independent leaders...I know the students who go here are going to do amazing things in the future.”

**Ashlee Eilmann**

Earth Science



**Now accepting applications for 2025-2026!**

[www.cdacharter.org](http://www.cdacharter.org)