



**COEUR D'ALENE CHARTER ACADEMY, INC.  
BOARD OF DIRECTORS MEETING MINUTES  
SEPTEMBER 08, 2025**

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<b>LOCATION</b>	Coeur d'Alene Charter Academy 4904 N. Duncan Drive Coeur d'Alene, ID 83815						
<b>PLEDGE TO THE FLAG</b>	Chairman MacPhee led the pledge of allegiance to the flag.						
<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> <table><tr><td><input checked="" type="checkbox"/> Adam Johnson</td><td><input checked="" type="checkbox"/> Dan Redline</td></tr><tr><td><input checked="" type="checkbox"/> Christine Mabile</td><td><input checked="" type="checkbox"/> Britni Turkenburg</td></tr><tr><td><input checked="" type="checkbox"/> Scott MacPhee</td><td><input checked="" type="checkbox"/> Bonnie Crandall</td></tr></table> Director Johnson confirmed a quorum was present.  <b>Other attendees:</b> Dan Nicklay, Stacey Peppin, Virginia Hammond, Angela Durick, Michelle Bredeson, Dr. Bill Proser	<input checked="" type="checkbox"/> Adam Johnson	<input checked="" type="checkbox"/> Dan Redline	<input checked="" type="checkbox"/> Christine Mabile	<input checked="" type="checkbox"/> Britni Turkenburg	<input checked="" type="checkbox"/> Scott MacPhee	<input checked="" type="checkbox"/> Bonnie Crandall
<input checked="" type="checkbox"/> Adam Johnson	<input checked="" type="checkbox"/> Dan Redline						
<input checked="" type="checkbox"/> Christine Mabile	<input checked="" type="checkbox"/> Britni Turkenburg						
<input checked="" type="checkbox"/> Scott MacPhee	<input checked="" type="checkbox"/> Bonnie Crandall						
<b>ACTION ITEMS</b>	<b><u>Approval of Agenda and Meeting Minutes</u></b> Chairman MacPhee called for a motion to approve the agenda.  <i>Motion: Director Redline moved to approve the agenda for September 08, 2025 and the board meeting minutes from August, 11, 2025. Seconded by Director Turkenburg, the motion carried.</i>						
<b>PUBLIC COMMENT</b>	None.						
<b>ASB REPORT</b>	None.						
<b>CPO REPORT</b>	Mrs. Peppin reported that she attended the first CPO meeting, which was very well attended by approximately 20 parents						
<b>PRINCIPAL'S REPORT</b>	<b><u>Enrollment Report</u></b> Mrs. Peppin reported an enrollment of 606 students.  <b><u>Alumni Update</u></b> Mrs. Peppin read a letter from Cameron LaVecchia regarding her son Jayden ('23).  <b><u>Policy B-4: High School Graduation Requirements</u></b> Mr. Nicklay presented the changes to the High School Graduation Requirements as mandated from the State of Idaho. The High School Graduation Requirements policy has been updated to include the digital literacy requirement as well as adding the Future Readiness to the Senior Project requirement for the class of 2028.  <i>Motion: Director Redline moved to approve adopting Policy B-4: High School Graduation Requirements. Seconded by Director Mabile, the motion carried.</i>						

## VICE PRINCIPAL'S REPORT

### Activities Update

Mrs. Hammond reported on the success of the soccer jamboree where our teams played 6 games in 3 hours. Soccer is in full swing and both teams are undefeated.

Cross Country ran their first meet, where one of our athletes placed first in the female division.

Skeet Shooting Club received a donation of 9 guns from the shooting club. They are now looking for a donation of a gun safe.

ASB had their annual ice cream social on Friday, September 5, where students had the opportunity to sign up for different groups/clubs that are available at the Academy.

Mrs. Hammond also reported on the Air Quality issues, and will be attending an AD meeting on Thursday, September 11 to get clarification on the approved website for tracking the air quality index.

### Discipline Update

Mrs. Hammond reported that staff is adjusting to Skyward when it comes to discipline referrals and actions. The primary offenses in the first few weeks of school included:

- Smartwatch violations
- Disrupting class
- Physical aggression, which led to 1 suspension

## CFO/CHARTER ADMINISTRATOR REPORT

Mrs. Durick presented the following:

### Employee Life Insurance Benefit Increase

Mrs. Durick would like to increase the life insurance benefit for employees to \$50,000, spouses of employees to \$10,000 and children of employees to \$5,000. The premium would increase roughly \$10,000 a year (with a variation of the number of children that would be insured).

*Motion: Director Johnson moved to approve the Employee Life Insurance Benefit increase. Seconded by Director Redline, the motion carried.*

### Policy Updates

Mrs. Durick presented policies for review and approval.

#### Policy G-5: Public Procurement of Good and Services

This item addresses practices charter schools are required to comply with by law, administrative rule, or other guidance, or which are strongly recommended by one of the attorneys we consult on policy matters.

#### Policy G-6: Public Works Contracting and Procurement

This item addresses practices charter schools are required to comply with by law, administrative rule, or other guidance, or which are strongly recommended by one of the attorneys we consult on policy matters.

#### Policy G-6P: Public Works Contracting and Procurement Procedure

A law or administrative rule requires charter schools to have a policy on at least one of the topics addressed here.

#### Policy G-7: Entering into Profession Services Contracts

This item addresses practices charter schools are required to comply with by law, administrative rule, or other guidance, or which are strongly recommended by one of the

attorneys we consult on policy matters.

***Motion:** Director Turkenberg moved to approved Policies G-5, G-6, G-6P, and G-7 as modified and presented. Seconded by Director Mabile, the motion carried.*

### **Facilities**

Mrs. Durick reported on the plumbing and heating issues that arose a few weeks before school started.

### **Method Plumbing and Drains (Emergency Water Issue)**

Method Plumbing came after we had water coming through the electrical outlet in the middle of the South Commons.

### **Method Plumbing and Drains (BackFlow Replacement)**

Method Plumbing came over Labor Day, to fix and replace a leaking backflow valve that had been reported as an issue.

### **Lake City Heating and Cooling (South Modular Heating/Cooling Units)**

Lake City Heating and Cooling replaced the Heating/Cooling units in the south modular, which were outdated window AC units.

***Motion:** Director Mabile moved to approve the payments for Method Plumbing and Lake City Heating and Cooling. Seconded by Director Redline, the motion carried.*

Mrs. Durick reported that the school is currently looking at new security systems as well as cameras. Mrs. Durick also reported that the sign on Kathleen is slated to be refurbished.

## **REGULAR COMMITTEE REPORTS**

### **Finance & Long-Range Planning Committee**

The committee met and reviewed the information in Mrs. Durick's report.

### **Scholarship Committee**

No report.

### **Fundraising Committee**

The Soup & Chili Cook-off has been scheduled for October 11, which is also the Homecoming Dance. The Gala planning meeting is October 1.

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

Director Johnson led a roll call vote:

Chairman MacPhee – yes, Director Redline – yes, Director Turkenburg – yes, Director Johnson – yes, Director Mabile - yes, the motion carried.

Entered executive session at 5:29 PM.

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

Returned to open session at 5:39 PM.

**ACTION ITEMS FROM  
EXECUTIVE SESSION**

***Motion:** Director Redline moved to approve personnel changes as discussed in executive session. Seconded by Director Mabile, the motion carried.*

**UNFINISHED BUSINESS**

None.

**ADJOURNMENT**

Chairman MacPhee called for a motion to adjourn at 5:41 PM.

***Motion:** So moved by Director Crandall and seconded by Director Turkenberg, the motion carried.*

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Britni Turkenburg, Secretary