



Forrest M. Bird Charter Schools

Board Meeting
 Forrest M. Bird Charter High School
 615 S. Madison,
 Sandpoint, ID 83864
October 17, 2017

	Board Meeting Minutes
Minutes taken by	Kate McAlister
Board members Present	Jim Zuberbuhler, Kate McAlister, Bill Hertzog, Chris Warren
Excused Board Members	Robin Rupert
Staff present	Mary Jensen, Jennifer Greve-Norton, Greta Weber
Absent Staff	Ryan Zimmerle
Minutes	<p>February 2017 meeting minutes approved ✓ Motioned – Chris. W ✓ 2nd – Bill H. Approved Unanimously</p> <p>March 2017 meeting minutes approved ✓ Motioned – Chris. W ✓ 2nd – Bill H. Approved Unanimously</p> <p>June 2017 meeting minutes approved ✓ Motioned – Chris. W ✓ 2nd – Bill H. Approved Unanimously</p> <p>September 2017 meeting minutes approved ✓ Motioned – Chris. W ✓ 2nd – Kate Mc Approved Unanimously</p>
Call to Order	Meeting called to order , quorum established 5:10p
Annual Audit Report	<p>Kevin Smith from Hayden Ross PLLC, Moscow Idaho</p> <p>Began by thanking staff, Mary Jensen, Greta Warren and Ryan Zimmerle for their help and participation. The Charter School is in good shape.</p> <p>Taken from Page 2. of Audited Financial Statements For years ended June 30, 2017 and 2016</p> <p>Opinion: In our opinion, the financial statements referred to above present fairly, in all material</p>

	<p>respects, the financial position of Forrest M. Bird Charter Schools, Inc. as of June 30, 2017 and 2016, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.</p> <p>Motion to accept Audit Report</p> <ul style="list-style-type: none"> ✓ Motioned – Chris. W ✓ 2nd – Kate Mc <p>Accepted Unanimously</p>
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Executive Session	Began at 6:20p – student discipline issue – ended at 6:49p
Public Comment	Meeting observed by Shannon Vaughn, potential Board Member.

Open Business	<p>Board Emails – Mary Jensen</p> <ul style="list-style-type: none"> • The Board of Directors will be given individual FBCS email addresses to utilize for Charter School business as per regulations. Ryan will set these up within the next full school week. <p>Provisional Applications for Teachers – Mary Jensen</p> <ul style="list-style-type: none"> • Individuals listed are working towards their respective certificates, in the meantime need provisional approval from the Board of Directors to continue teaching. <ul style="list-style-type: none"> ○ Paul Gunter – Music Teacher ○ Hillary DeCecchis – Culinary Arts ○ Vicky Vesecky – Counseling <p>Motion to approve Provisional Applications</p> <ul style="list-style-type: none"> ✓ Motioned – Kate Mc ✓ 2nd – Chris W. <p>Approved Unanimously</p> <p>Board Update - Jim Z. Robin Rupert has submitted her resignation as Board Secretary. She will remain on the Forrest M. Bird Charter School Board of Directors as a member-at-large.</p> <p>Motion to accept Robin Rupert’s Board Officer Resignation</p> <ul style="list-style-type: none"> ✓ Motioned – Chris. W ✓ 2nd – Kate Mc <p>Accepted Unanimously</p> <p>Election of offers for Board of Directors – All</p> <ul style="list-style-type: none"> • Slate was presented as follows for Officer positions: <ul style="list-style-type: none"> ○ President – Jim Zuberbuhler ○ Vice President – Chris Warren ○ Secretary – Kate McAlister ○ Treasurer – Bill Hertzog <p>Motion to accept and approve slate of officers</p> <ul style="list-style-type: none"> ✓ Motioned – Chris. W ✓ 2nd – Bill H. <p>Accepted/Approved Unanimously</p>
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Policies	<p>Read and accepted the following two policies:</p> <p>Policy #1 - #5345 – Administrator Evaluation Process</p> <p>Motion to accept Policy #5345</p> <ul style="list-style-type: none"> ✓ Motioned – Chris. W ✓ 2nd – Bill H. <p>Accepted Unanimously</p> <p>Policy #2 - #5340 – Teacher and Pupil Supervision/Evaluation Process</p> <p>Motion to accept Policy #5340</p> <ul style="list-style-type: none"> ✓ Motioned – Bill H. ✓ 2nd – Kate Mc. <p>Accepted Unanimously</p>
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P-Tech report	<ul style="list-style-type: none"> • No report.
Authorizer Group	<ul style="list-style-type: none"> • No Report

Financials	<ul style="list-style-type: none"> • See audit report information above.
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Operations/ School Reports	<p>High School – Mary Jensen</p> <ul style="list-style-type: none"> • Continuous Improvement Plan presented and accepted <p>Motion to accept Continuous Improvement Plan</p> <ul style="list-style-type: none"> ✓ Motioned – Chris. W ✓ 2nd – Bill H. <p>Accepted Unanimously</p> <p>Reminder: Annual FBCS presentation at LPOSD Trustee meeting – Nov 14th, 6:00p Ponderay Events Center.</p>
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Misc. School Business	<p>Enrollment – Jim Z.</p> <p>High School numbers are almost at capacity, challenge is in 6th and 7th grade with respect to retention. There are 25 fewer students than we had a year ago, down 2 ADA units. Need to understand where our students are coming from and why we think this is happening. Variety of reasons were presented; homeschool academy, experiential learning programs being expanded in LPOSD and some students chose not to return. Need to study data and define who we are as a school. We have been a driver for other schools in the area for project-based learning, dual enrollment, etc. and students might be staying where they are since the same type of education is being offer as at FBCS. Still mining more data, i.e. Are other schools experiencing the same issue?</p> <p>Questions posed during the discussion - How do we:</p> <ol style="list-style-type: none"> 1. Do a better job of telling our story? and 2. Get the word out in the community? <p>Need to focus on creating better brand awareness for the school. Need to form a Committee with Board members, parents, staff and admin to address this issue. Kate, Chris/Bill will represent the Board on this committee. Chris and Bill will interchange depending on their respective schedules. First meeting to be scheduled late November, early December. Shannon Vaughn would like to be the parent representative on this committee.</p>
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Adjournment	Meeting adjourned at 7:48p – Jim Z. ✓ Motion to adjourn – Chris W. ✓ 2 nd – Kate Mc. Approved Unanimously
Next Board Meeting	Tuesday, December 12, 2017 – 5p

Respectfully Submitted: Kate McAlister