



Board of Directors Meeting Agenda

Team:	FBCS Board of Directors	Chairperson:	Chris Warren
Meeting Date:	Feb. 23, 2021	Start Time:	4:30 PM
Minutes:	BOD Secretary –Kate McAlister	Location:	FBCS High School/ Virtual Meeting
Address:	615 S. Madison Ave, Sandpoint, ID 83864		

Virtual Meeting Link:

Feb. 23 Board Meeting
 Tue, Feb 23, 2021 4:30 PM - 7:30 PM (PST)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/614665237>

Please Note: Limited public seating will be available for this meeting. The public will be able to attend live or virtually. Any letters of public comment are to be emailed to Mary Jensen at maryjensen@forrestbirdcharterschool.org.

Call to Order @ 4:30 PM: BOD Chairperson – *Chris Warren*

ITEM

- | | |
|---|---------------------------|
| <u>Pledge of Allegiance</u> | Chris Warren |
| <u>Approval of minutes</u> for Feb. 2, 2021 | Chris Warren |
| <u>Public Comment</u> | |
| <u>Executive Session:</u> Student of Concern | Jennifer Greve |
| <u>Financials</u> | |
| • Action Item: Approval of Quarterly Financial Reports | Greta Warren |
| • Discussion: CARES Funding | Greta Warren/ Mary Jensen |
| <u>Open Business</u> | |
| • Informational: Social Studies Dept. Presentation | Social Studies Department |
| • Action Item: Alternate Authorization Approval, Aprill VanAusdal | Aprill VanAusdal |
| • Action Item: Jan. 13 Emergency Closure | Mary J. Jensen |
| • Action Item: 2020-21 School Calendar | Mary J. Jensen |
| • Action Item: Krysten Barrett Resignation | Mary J. Jensen |
| • Action Item: Approval of Policy Series 8000 and 9000 | Mary J. Jensen |
| • Discussion: Update on March 1 Soft Opening | Mary J. Jensen |
| • Action Item: Face shield Allowability | Mary J. Jensen |

Adjourn @ :00 PM: BOD Chairperson

Next Meeting Date and Time: April 27, 2021

9:24 AM
01/20/21
Accrual Basis

Forrest M Bird Charter School
Balance Sheet
As of December 31, 2020
Dec 31, 20

ASSETS

Current Assets

Checking/Savings

Contingency Account 600,960.53

Mountain West Bank 19,179.83

Mtn. West Flex Acct. 1,248,433.90

Total Checking/Savings 1,868,574.26

Forrest M Bird Charter School
Profit & Loss Forecast Overview - All
 July 2020 through June 2021

	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 21	Jul 20 - Jun 21	TOTAL
Ordinary Income/Expense														
Income														
419-200 Contributions/Donations			3,000.00	30.00	500.00									3,530.00
419-920 - Miscellaneous Revenue			475.00	1,050.00	218.00	660.00	324.59					257,590.38		2,727.59
431-100 - State Base Support		1,169,001.00			471,837.00			376,370.62						2,274,799.00
431-900 - Other State Support		7,440.50		5,661.00	3,000.00	9,347.00						223,416.50		248,865.00
437-000 - Lottery/Add State Maint.			23,171.00											23,171.00
445-900 - Federal Revenue	66.10	144.39	228.09	197.23	190.43	124.33	20,532.80	28,638.88				134,767.86		377,027.00
Interest Income	66.10	1,176,585.89	26,874.09	6,938.23	479,522.56	199,441.66	20,857.39	405,009.50				615,774.74		950.57
Total Income														2,931,070.16
Expense														
Teacher Salary, Tax, Benefits	67.22	6,242.12	123,511.61	132,153.55	205,370.63	137,640.78								604,985.91
Teacher Supplies, Texts, Misc.	69.99	7,387.89	5,271.53	57,694.33	6,592.64	3,100.28								80,116.66
Admin Salary, Tax, Benefits	-	17,647.65	37,307.34	38,397.91	38,431.80	38,869.49								170,654.19
Admin Svcs, Supplies, Phone	50,650.06	11,250.70	5,924.79	26,281.55	7,518.37	9,553.98								111,179.45
Bldg Mgmt Salary, Tax, Benefits	2,679.38	8,116.59	8,217.61	8,023.88	8,238.37	7,735.99								43,011.82
Bldg Mgt Supplies & Services	4,858.25	296.65	2,053.24	8,448.11	2,614.29	915.66								19,186.40
Conference Travel/Registration														-
Utilities	1,008.09	1,702.32	4,209.79	1,055.69	2,989.37	2,884.35								13,849.61
Transportation			15,590.40	22,074.60	13,770.00	9,699.75								61,134.75
Capital - Building						8,000.00								8,000.00
Capital - Equipment						8,564.45								8,564.45
Debt Service	16,281.39	16,281.39	16,281.39	16,281.39	16,281.39	16,281.39	16,281.39	16,281.39	16,281.39	16,281.39	16,281.39	16,281.39	16,281.39	195,376.68
Estimated Monthly Expenses	75,614.38	68,925.51	218,367.70	310,411.01	301,806.86	243,246.12	220,000.00	245,000.00	240,000.00	245,000.00	240,000.00	240,000.00	240,000.00	1,430,000.00
Total Expense	(75,545.28)	1,107,660.38	(191,493.61)	(303,472.78)	177,715.70	(43,804.46)	(215,424.00)	143,728.11	(256,281.39)	(261,281.39)	(256,281.39)	256,281.39	2,746,059.92	185,010.24
Net Income														
Bank Balance as of 12/31/2020						1,758,515.08	1,543,091.08	1,686,819.19	1,430,537.80	1,169,256.41	912,975.02	1,272,468.37		
Bank Balance 6/30/2021													1,250,312.37	

Forrest M Bird Charter School
Profit & Loss Budget vs. Actual - YTD
July through December 2020

	Jul - Dec 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
419 200 · Contributions/Donations	3,530.00	0.00	3,530.00	100.0%
419-920 · Miscellaneous Revenue	2,403.00	0.00	2,403.00	100.0%
431-100 · State Base Support	1,640,838.00	1,938,424.00	-297,586.00	84.65%
431-200 · State Transportation Support	0.00	70,000.00	-70,000.00	0.0%
431-800 · Benefit Apportionment	0.00	266,375.00	-266,375.00	0.0%
431-900 · Other State Support	11,964.00	236,965.00	-225,001.00	5.05%
432-100 · Driver Education Program	4,812.50	6,000.00	-1,187.50	80.21%
432-400 · Professional Technical Program	5,630.00	5,900.00	-270.00	95.42%
437-000 · Lottery/Additional State Maint.	23,171.00	19,305.00	3,866.00	120.03%
439-000 · Other State Revenue	3,042.00	0.00	3,042.00	100.0%
445-100 · Title I - ESEA	0.00	77,339.00	-77,339.00	0.0%
445-600 · Title VI-B IDEA	0.00	54,749.00	-54,749.00	0.0%
445-900 · Federal Revenue	193,087.46	44,939.00	148,148.46	429.67%
Interest Income	950.57	0.00	950.57	100.0%
Total Income	1,889,428.53	2,719,996.00	-830,567.47	69.46%
Gross Profit	1,889,428.53	2,719,996.00	-830,567.47	69.46%
Expense				
Teacher Salary, Tax, Benefits				
515-100 · Teacher Salaries	412,157.85	1,036,222.00	-624,064.15	39.78%
515-210 · Teacher Retirement	49,114.26	121,575.71	-72,461.45	40.4%
515-220 · Teacher Social Security	29,923.16	77,900.75	-47,977.59	38.41%
515-230 · Teacher Life Insurance	430.20	1,200.00	-769.80	35.85%
515-240 · Teacher Health Insurance	52,114.45	162,736.56	-110,622.11	32.02%
515-270 · Teacher Workman's Comp.	10,350.00	0.00	10,350.00	100.0%
515-290 · Teacher Other Benefits	561.32	0.00	561.32	100.0%
521-100 · SPED Teacher Salaries	33,666.68	101,000.00	-67,333.32	33.33%
521-210 · SPED Teacher Retire	4,019.80	12,059.40	-8,039.60	33.33%
521-220 · SPED Teacher Social Sec	2,315.71	7,726.50	-5,410.79	29.97%
521-240 · SPED Teacher Health Ins	10,332.48	16,273.68	-5,941.20	63.49%
Total Teacher Salary, Tax, Benefits	604,985.91	1,536,694.60	-931,708.69	39.37%
Teacher Supplies, Texts, Misc.				
515-310 · Teacher contracted services	6,627.50	48,703.66	-42,076.16	13.61%
515-313 · Teacher Professional Develop.	5,373.00	7,000.00	-1,627.00	76.76%
515-410 · Teaching Supplies and Materials	59,869.34	26,034.10	33,835.24	229.97%
521-310 · Teacher contracted svcs - SPED	8,172.00	0.00	8,172.00	100.0%
521-410 · SPED Teaching Supplies	74.82	0.00	74.82	100.0%
Total Teacher Supplies, Texts, Misc.	80,116.66	81,737.76	-1,621.10	98.02%
Admin Salary, Tax, Benefits				
641-100 · School Administration Salaries	123,608.57	310,518.00	-186,909.43	39.81%
641-210 · School Admin. Retirement	14,748.75	36,240.05	-21,491.30	40.7%
641-220 · School Admins. Social Security	9,081.08	23,219.13	-14,138.05	39.11%
641-240 · School Admin. Health Insurance	23,215.79	65,094.60	-41,878.81	35.67%
Total Admin Salary, Tax, Benefits	170,654.19	435,071.78	-264,417.59	39.22%
Admin Svces, Supplies, Phone				
641-310 · School Admin. Professional Serv	15,740.45	15,000.00	740.45	104.94%
641-322 · School Admin. Equipment Rental	3,282.76	5,400.00	-2,117.24	60.79%

Forrest M Bird Charter School
Profit & Loss Budget vs. Actual - YTD
July through December 2020

	Jul - Dec 20	Budget	\$ Over Budget	% of Budget
641-350 · School Admin. Communications	8,055.08	16,800.00	-8,744.92	47.95%
641-390 · School Admin. Dues & Subscrip.	34,325.43	23,175.00	11,150.43	148.11%
641-395 · Public Relations	162.06	900.00	-737.94	18.01%
641-410 · School Admin. Supplies	4,775.48	48,615.49	-43,840.01	9.82%
641-455 · School Admin. Staff Meals/Party	105.29	200.00	-94.71	52.65%
641-460 · School Admin Tech Supplies	44,732.90	0.00	44,732.90	100.0%
Total Admin Svces, Supplies, Phone	111,179.45	110,090.49	1,088.96	100.99%
Bldg Mgmt Salary, Tax, Benefits				
661-100 · Bldg. Management Salaries	17,245.40	64,914.00	-47,668.60	26.57%
661-210 · Building Mgmt - Retirement	2,020.45	7,750.73	-5,730.28	26.07%
661-220 · Bldg Mgmt SS & Unemployment	1,275.18	4,965.92	-3,690.74	25.68%
661-240 · Bldg Mgmt - Health Insurance	3,132.03	8,136.84	-5,004.81	38.49%
664-100 · Maintenance Building Salaries	12,882.76	0.00	12,882.76	100.0%
664-210 · Maintenance Buildings-Retiremen	1,445.47	0.00	1,445.47	100.0%
664-220 · Maint Bldg - SS & Unemployment	985.53	0.00	985.53	100.0%
665-100 · Maint Grounds Salary	3,333.35	8,000.00	-4,666.65	41.67%
665-210 · Maint Grounds Retirement	436.65	955.20	-518.55	45.71%
665-220 · Maint Grounds SS & Unemployment	255.00	612.00	-357.00	41.67%
Total Bldg Mgmt Salary, Tax, Benefits	43,011.82	95,334.69	-52,322.87	45.12%
Bldg Mgt Supplies & Services				
661-320 · Bldg. Mgmt. Contracted Services	3,357.50	13,190.00	-9,832.50	25.46%
661-410 · Bldg.Mgmt.Cust.Supplies/NonC.E.	4,653.00	3,000.00	1,653.00	155.1%
664-320 · Maint. Bldg.&Equip.-Contracted	827.50	4,500.00	-3,672.50	18.39%
664-410 · Maint. Bldg. & Equip.- Supplies	6,966.77	36,000.00	-29,033.23	19.35%
665-320 · Maint. Grounds-Contract Service	2,891.00	9,000.00	-6,109.00	32.12%
665-410 · Maint. Grounds-Supplies	490.63	0.00	490.63	100.0%
Total Bldg Mgt Supplies & Services	19,186.40	65,690.00	-46,503.60	29.21%
Utilities				
661-331 · Bldg. Management Electricity	8,489.61	24,500.00	-16,010.39	34.65%
661-332 · Bldg. Management Sewer/Water	5,360.00	10,500.00	-5,140.00	51.05%
Total Utilities	13,849.61	35,000.00	-21,150.39	39.57%
Transportation				
681-340 · Pupil Trans.-Contract Services	61,134.75	165,000.00	-103,865.25	37.05%
Total Transportation	61,134.75	165,000.00	-103,865.25	37.05%
Capital - Equipment				
810-550 · Cap Acquisitions-Equip (Bldg)	8,000.00	0.00	8,000.00	100.0%
811-557 · Technology Infrastructure	8,564.45	0.00	8,564.45	100.0%
Total Capital - Equipment	16,564.45	0.00	16,564.45	100.0%
Debt Service				
912-620 · Debt Payments-Interest	52,755.32	105,035.55	-52,280.23	50.23%
911-610 · Debt Payments-Principal	44,933.02	90,341.13	-45,408.11	49.74%
Total Debt Service	97,688.34	195,376.68	-97,688.34	50.0%
Total Expense	1,218,371.58	2,719,996.00	-1,501,624.42	44.79%
Net Ordinary Income	671,056.95	0.00	671,056.95	100.0%
Net Income	671,056.95	0.00	671,056.95	100.0%

FORREST M. BIRD CHARTER SCHOOL | 2021-2022 CALENDAR, Option 1

SEPTEMBER '21						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

- 1-3 Staff Professional Development
- 6 Labor Day
- 7 First day of Trimester 1

MARCH '21						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- 10 Family Conferences
- 11 HS Hard Due Date

OCTOBER '21						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- 7 Family Conferences
- 8 HS Hard Due Date
- 25 Midterm Reports Mailed

APRIL '22						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- 4-15 Spring Break
- 29 Last day of Tri 2

NOVEMBER '21						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- 5 HS Hard Due date
- 11 Veterans Day
- 22-26 Fall Break

MAY '22						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 2 No School: Teacher Work Day
- 3 First Day of Tri 3/ and Tri 2 Report cards sent home
- 30 Memorial Day

DECEMBER '21						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- 16 Staff Professional Development
- 17 Last day of Tri 1
- 20-31 Winter Break

JUNE '22						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

- 2 Early Release @ 1:00
- 3 Last Day of the Trimester; last day of school;
- 4 Graduation @ 11:00am

JANUARY '22						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 3 First day of Tri 2
- 4 Tri 2 Report Cards Mailed home
- 17 Civil Rights Day

Color Guide

First Day of Trimester

Last Day of the Trimester

No School

Non-student day: Professional Development

Note: Every M/W is an "A Day" Every T/TH is a "B Day"

***Required Online Access Day for Success (ROADS)** - Fridays or other designated emergency days. Students are to work from home via Canvas. On Friday ROADS, students may come into the form 12-3 for additional help by making an appointment with a teacher.

FEBRUARY '22						
S	M	T	W	Th	F	S
		1	2	3	4	6
6	7	8	9	10	11	13
13	14	15	16	17	18	20
20	21	22	23	24	25	27
27	28					

- 3 Family Conferences
- 4 HS Hard Due Date
- 14 Midterms Mailed home
- 21 No School: Presidents' Day

Family Agreements

FORREST M. BIRD CHARTER SCHOOL | 2021-2022 CALENDAR, Option 2

SEPTEMBER '21						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

- 1-3 Staff Professional Development
- 6 Labor Day
- 7 First day of Trimester 1

MARCH '21						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- 10 Family Conferences
- 11 HS Hard Due Date

OCTOBER '21						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- 7 Family Conferences
- 8 HS Hard Due Date
- 25 Midterm Reports Mailed

APRIL '22						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- 4-15 Spring Break
- 29 Last day of Tri 2

NOVEMBER '21						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- 5 HS Hard Due date
- 11 Veterans Day
- 22-26 Fall Break

MAY '22						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

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DECEMBER '21						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- 20-31 Winter Break

JUNE '22						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

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- 10 Last Day of the Trimester; last day of school;
- 11 Graduation @ 11:00am

JANUARY '22						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 10 First day of Tri 2
- 17 Civil Rights Day

Color Guide

First Day of Trimester

Last Day of the Trimester

No School

Non-student day: Professional Development

Note: Every M/W is an "A Day" Every T/TH is a "B Day"

***Required Online Access Day for Success (ROADS)** - Fridays or other designated emergency days. Students are to work from home via Canvas. On Friday ROADS, students may come into the form 12-3 for additional help by making an appointment with a teacher.

FEBRUARY '22						
S	M	T	W	Th	F	S
		1	2	3	4	6
6	7	8	9	10	11	13
13	14	15	16	17	18	20
20	21	22	23	24	25	27
27	28					

- 3 Family Conferences
- 4 HS Hard Due Date
- 14 Midterms Mailed home
- 21 Presidents' Day

Family Agreements

February 7, 2021

To whom it may concern,

The purpose of this letter is to announce my resignation from Forrest Bird Charter School, effective at the end this contract period.

This was not an easy decision to make on my part, but due to personal reasons, I feel that this is the right opportunity for me to move on to new challenges and opportunities. The almost 9 years that I have been here at FBCS have been very rewarding. I have enjoyed working for the school, helping our wonderful students, and collaborating with our amazing faculty and staff. These past years have been memorable. I will sincerely miss this position, my colleagues, and the school community that I have come to call family.

I wish the school and everyone all the best. I hope that our paths cross again in the future.

Sincerely,

Krysten E. Barrett