



Board of Directors Meeting Agenda

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|----------------------|---|---------------------|------------------|
| Team: | FBCS Board of Directors | Chairperson: | Kate McAlister |
| Meeting Date: | Oct. 19, 2021 | Start Time: | 4:00 PM |
| Minutes: | BOD Secretary – Jim Zuberbuhler | Location: | FBCS High School |
| Address: | 615 S. Madison Ave, Sandpoint, ID 83864 | | |

Call to Order @ 4:00 PM: BOD Chairperson – *Kate McAlister*

ITEM

Pledge of Allegiance

Kate McAlister

Approval of minutes

Kate McAlister

Public Comment

Kate McAlister

Executive session

Financials

- Action Item: Approval Financial Reports
- Action Item: Annual Statement of Financial Condition
- Action Item: FBCS Scholarship Fund Set-up

Greta Warren
Greta Warren
Mary J. Jensen

Open Business

- Information: Math Department Presentation
- Information: Elective Department Presentation
- Action Item: Social Studies DC Field Trip
- Action Item: Update School Dog Policy

Lyndsay Holland
Eric Fulgenzi
John Stevens
Laura Maas and Mary Jensen

Adjourn @ :00 PM: BOD Chairperson

Kate McAlister

Next Meeting Date and Time:



Forrest M. Bird Charter Schools

Board Special Meeting
 Forrest M. Bird Charter High School
 615 S. Madison,
 Sandpoint, ID 83864
Date: September 21, 2021

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| | Board Meeting Minutes |
| Minutes taken by | Jennifer Greve |
| Present Board Members | Stacey Mueller, Kate McAlister, Jim Zuberbuhler, Jacob Iverson |
| Absent Board Members | |
| Staff present | Jennifer Greve, Mary Jensen, Greta Warren, auditor Kevin Smith |
| Guests | |
| Call to Order | <p>Meeting called to order at 4:16 p.m. Kate McAlister</p> <p>Pledge of Allegiance</p> |
| Minutes | <p>Action Item: Approval of Meeting Minutes for the meeting August 17, 2021 Kate McAlister</p> <p>Date: August 17, 2021</p> <ul style="list-style-type: none"> ✓ Motion – Jacob Iverson ✓ 2nd – Stacey Mueller <p>Approved Unanimously</p> |

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|----------------|---|
| Public Comment | |
| Financials | <p>Action item: Approval of financials Greta Warren</p> <p>Approval of financial reports</p> <ul style="list-style-type: none"> ✓ Motion – Stacey Mueller ✓ 2nd - Jacob Iverson <p>Unanimously Approved</p> <p>Discussion: CARES Greta Warren/Mary Jensen</p> <p>Nothing to report at this time.</p> |

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| Open Business | <p>Action item: 2021-21 Audit Mary Jensen</p> <p>Discussion: Kevin Smith presented the audit for the FBCS, especially focusing on the revenue/expenditures analysis and fund balance analysis. He also reviewed the indebtedness ratio, cash flow analysis and what is important to the Schools' bankers, etc. Board members commented regarding the long-term success of the organization and thanked Kevin for his long-term commitment to FBCS. Also acknowledged was the hard work of administration (especially Greta Warren) during the past 10 years. Kevin commented that the budget is most effective control tool. Budget to actual report should be related to strategic plan and using it as a living document.</p> |
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| | <p>Put money where we actually want it to go, think strategically and get out front.</p> <p>Approval of the 2020-21 audit as present ✓ Motion – Jim Zuberbuhler ✓ 2nd - Stacey Mueller Unanimously Approved</p> <p>Action item: Continuous Plan of Improvement Mary Jensen</p> <p>Discussion: Kate asked for clarification regarding some of the percentages on page 5 of the CPI. Mary provided clarification about the percentages of students who are essentially college bound.</p> <p>Approval of CPI as presented ✓ Motion – Jacob Iverson ✓ 2nd - Stacey Mueller Unanimously Approved</p> <p>Action item: Bussing Contract Jennifer Greve</p> <p>Discussion: Only one response to RFP - Harlow's, who FBCS has used for 10 years. No material changes from previous years' contracts.</p> <p>Approval of contract with Harlow's Transportation ✓ Motion – Jim Zuberbuhler ✓ 2nd - Stacey Mueller Approved by Kate McAllister, Jim Zuberbuhler and Stacey Mueller. Jacob Iverson Abstained.</p> <p>Action item: Special Education Manual Mary Jensen Approval of the Idaho Special Education Manual 2018 ✓ Motion – Stacey Mueller ✓ 2nd - Jacob Iverson Unanimously Approved</p> <p>Action item: Canadian Trip for Faculty Mary Jensen Approval of Exploration trip to Canada to determine possible trip options ✓ Motion – Stacey Mueller ✓ 2nd - Jacob Iverson Unanimously Approved</p> |
| Policy | NA |
| Executive Session | NA |

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|--------------------|---|
| Adjournment | <p>Meeting adjourned at 5:22 pm Kate McAlister ✓ Motion to adjourn – Stacey Mueller ✓ 2nd – Jacob Iverson Unanimously Approved</p> |
| Next Board Meeting | October 19, 2021 4:00 pm |

Respectfully Submitted: Jim Zuberbuhler

Forrest M Bird Charter School
Profit & Loss Budget vs. Actual YTD
 July through September 2021

| | Jul - Sep 21 | Budget | \$ Over Budget | % of Budget |
|---|---------------------|---------------------|----------------------|---------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 419 200 · Contributions/Donations | 9,130.00 | 0.00 | 9,130.00 | 100.0% |
| 419-920 · Miscellaneous Revenue | 40.00 | 0.00 | 40.00 | 100.0% |
| 431-100 · State Base Support | 1,184,296.00 | 2,133,937.00 | -949,641.00 | 55.5% |
| 431-900 · Other State Support | 1,575.00 | 224,589.00 | -223,014.00 | 0.7% |
| 432-100 · Driver Education Program | 3,000.00 | 10,000.00 | -7,000.00 | 30.0% |
| 432-400 · Professional Technical Program | 0.00 | 7,900.00 | -7,900.00 | 0.0% |
| 437-000 · Lottery/Additional State Maint. | 19,673.00 | 18,590.00 | 1,083.00 | 105.83% |
| 439-000 · Other State Revenue | 0.00 | 6,084.00 | -6,084.00 | 0.0% |
| 445-100 · Title I - ESEA | 0.00 | 76,572.00 | -76,572.00 | 0.0% |
| 445-600 · Title VI-B IDEA | 0.00 | 67,978.00 | -67,978.00 | 0.0% |
| 445-900 · Federal Revenue | 4,849.64 | 385,799.64 | -380,950.00 | 1.26% |
| Interest Income | 223.41 | 0.00 | 223.41 | 100.0% |
| Total Income | 1,222,787.05 | 2,931,449.64 | -1,708,662.59 | 41.71% |
| Gross Profit | 1,222,787.05 | 2,931,449.64 | -1,708,662.59 | 41.71% |
| Expense | | | | |
| Teacher Salary, Tax, Benefits | | | | |
| 515-100 · Teacher Salaries | 86,192.03 | 1,033,462.00 | -947,269.97 | 8.34% |
| 515-210 · Teacher Retirement | 10,281.46 | 122,750.86 | -112,469.40 | 8.38% |
| 515-220 · Teacher Social Security | 6,133.44 | 78,033.60 | -71,900.16 | 7.86% |
| 515-230 · Teacher Life Insurance | 92.25 | 1,100.00 | -1,007.75 | 8.39% |
| 515-240 · Teacher Health Insurance | 12,636.00 | 194,964.00 | -182,328.00 | 6.48% |
| 515-270 · Teacher Workman's Comp. | 4,944.00 | 14,525.00 | -9,581.00 | 34.04% |
| 515-290 · Teacher Other Benefits | 179.13 | 1,000.00 | -820.87 | 17.91% |
| 521-100 · SPED Teacher Salaries | 13,887.16 | 167,181.00 | -153,293.84 | 8.31% |
| 521-210 · SPED Teacher Retire | 1,658.13 | 20,241.79 | -18,583.66 | 8.19% |
| 521-220 · SPED Teacher Social Sec | 968.12 | 12,789.35 | -11,821.23 | 7.57% |
| 521-240 · SPED Teacher Health Ins | 5,616.00 | 44,310.00 | -38,694.00 | 12.67% |
| Total Teacher Salary, Tax, Benefits | 142,587.72 | 1,690,357.60 | -1,547,769.88 | 8.44% |
| Teacher Supplies, Texts, Misc. | | | | |
| 515-310 · Teacher contracted services | 4,620.00 | 10,000.00 | -5,380.00 | 46.2% |
| 515-313 · Teacher Professional Develop. | 0.00 | 5,500.00 | -5,500.00 | 0.0% |
| 515-410 · Teaching Supplies and Materials | 10,010.19 | 47,288.35 | -37,278.16 | 21.17% |
| 521-310 · Teacher contracted svcs - SPED | 5,639.36 | 32,286.00 | -26,646.64 | 17.47% |
| 521-410 · SPED Teaching Supplies | 2,318.47 | 0.00 | 2,318.47 | 100.0% |
| Total Teacher Supplies, Texts, Misc. | 22,588.02 | 95,074.35 | -72,486.33 | 23.76% |
| Admin Salary, Tax, Benefits | | | | |
| 641-100 · School Administration Salaries | 41,476.48 | 350,035.00 | -308,558.52 | 11.85% |
| 641-210 · School Admin. Retirement | 4,952.31 | 40,062.88 | -35,110.57 | 12.36% |
| 641-220 · School Admins. Social Security | 3,063.88 | 25,668.43 | -22,604.55 | 11.94% |
| 641-240 · School Admin. Health Insurance | 9,828.00 | 79,758.00 | -69,930.00 | 12.32% |
| Total Admin Salary, Tax, Benefits | 59,320.67 | 495,524.31 | -436,203.64 | 11.97% |
| Admin Svces, Supplies, Phone | | | | |

Forrest M Bird Charter School
Profit & Loss Budget vs. Actual YTD
July through September 2021

| | Jul - Sep 21 | Budget | \$ Over Budget | % of Budget |
|---|------------------|-------------------|--------------------|----------------|
| 641-310 · School Admin. Professional Serv | 3,472.00 | 16,500.00 | -13,028.00 | 21.04% |
| 641-322 · School Admin. Equipment Rental | 1,210.05 | 6,000.00 | -4,789.95 | 20.17% |
| 641-350 · School Admin. Communications | 3,966.34 | 15,200.00 | -11,233.66 | 26.09% |
| 641-390 · School Admin. Dues & Subscrip. | 29,532.15 | 34,849.64 | -5,317.49 | 84.74% |
| 641-395 · Public Relations | 37.40 | 1,000.00 | -962.60 | 3.74% |
| 641-410 · School Admin. Supplies | 2,909.16 | 3,967.36 | -1,058.20 | 73.33% |
| 641-455 · School Admin. Staff Meals/Party | 932.90 | 0.00 | 932.90 | 100.0% |
| 641-460 · School Admin Tech Supplies | 2,343.02 | 13,084.00 | -10,740.98 | 17.91% |
| Total Admin Svces, Supplies, Phone | 44,403.02 | 90,601.00 | -46,197.98 | 49.01% |
| Bldg Mgmt Salary, Tax, Benefits | | | | |
| 661-100 · Bldg. Management Salaries | 7,247.16 | 43,483.00 | -36,235.84 | 16.67% |
| 661-210 · Building Mgmt - Retirement | 849.86 | 5,191.87 | -4,342.01 | 16.37% |
| 661-220 · Bldg Mgmt SS & Unemployment | 536.76 | 3,326.45 | -2,789.69 | 16.14% |
| 661-240 · Bldg Mgmt - Health Insurance | 1,404.00 | 8,862.00 | -7,458.00 | 15.84% |
| 664-100 · Maintenance Building Salaries | 7,566.08 | 25,075.00 | -17,508.92 | 30.17% |
| 664-210 · Maintenance Buildings-Retiremen | 903.39 | 2,993.96 | -2,090.57 | 30.17% |
| 664-220 · Maint Bldg - SS & Unemployment | 578.81 | 1,918.24 | -1,339.43 | 30.17% |
| 665-100 · Maint Grounds Salary | 1,333.34 | 8,000.00 | -6,666.66 | 16.67% |
| 665-210 · Maint Grounds Retirement | 174.66 | 955.20 | -780.54 | 18.29% |
| 665-220 · Maint Grounds SS & Unemployment | 102.00 | 612.00 | -510.00 | 16.67% |
| Total Bldg Mgmt Salary, Tax, Benefits | 20,696.06 | 100,417.72 | -79,721.66 | 20.61% |
| Bldg Mgt Supplies & Services | | | | |
| 661-320 · Bldg. Mgmt. Contracted Services | 3,586.75 | 10,000.00 | -6,413.25 | 35.87% |
| 661-410 · Bldg.Mgmt.Cust.Supplies/NonC.E. | 987.85 | 11,485.73 | -10,497.88 | 8.6% |
| 664-320 · Maint. Bldg.&Equip.-Contracted | 2,070.00 | 1,000.00 | 1,070.00 | 207.0% |
| 664-410 · Maint. Bldg. & Equip.- Supplies | 1,079.14 | 11,089.00 | -10,009.86 | 9.73% |
| 665-320 · Maint. Grounds-Contract Service | 0.00 | 7,000.00 | -7,000.00 | 0.0% |
| 665-410 · Maint. Grounds-Supplies | 0.00 | 300.00 | -300.00 | 0.0% |
| Total Bldg Mgt Supplies & Services | 7,723.74 | 40,874.73 | -33,150.99 | 18.9% |
| Conference Travel/Registration | | | | |
| 621-380 · Conference Travel | 0.00 | 11,000.00 | -11,000.00 | 0.0% |
| 621-390 · Conference Fees-Reg.Dues,Train. | 402.00 | 2,500.00 | -2,098.00 | 16.08% |
| 641-380 · School Admin. Travel | 1,079.61 | | | |
| Total Conference Travel/Registration | 1,481.61 | 13,500.00 | -12,018.39 | 10.98% |
| Utilities | | | | |
| 661-331 · Bldg. Management Electricity | 4,035.37 | 25,000.00 | -20,964.63 | 16.14% |
| 661-332 · Bldg. Management Sewer/Water | 5,217.34 | 7,600.00 | -2,382.66 | 68.65% |
| Total Utilities | 9,252.71 | 32,600.00 | -23,347.29 | 28.38% |
| Transportation | | | | |
| 681-340 · Pupil Trans.-Contract Services | 20,070.00 | 167,123.25 | -147,053.25 | 12.01% |
| Total Transportation | 20,070.00 | 167,123.25 | -147,053.25 | 12.01% |
| Capital - Equipment | | | | |
| 810-550 · Cap Acquisitions-Equip (Bldg) | 19,025.07 | 10,000.00 | 9,025.07 | 190.25% |
| Total Capital - Equipment | 19,025.07 | 10,000.00 | 9,025.07 | 190.25% |

Forrest M Bird Charter School
Profit & Loss Budget vs. Actual YTD
July through September 2021

| | Jul - Sep 21 | Budget | \$ Over Budget | % of Budget |
|-----------------------------------|---------------------|---------------------|-----------------------|--------------------|
| Debt Service | | | | |
| 912-620 · Debt Payments-Interest | 25,943.01 | 101,540.72 | -75,597.71 | 25.55% |
| 911-610 · Debt Payments-Principal | 22,901.16 | 93,835.96 | -70,934.80 | 24.41% |
| Total Debt Service | 48,844.17 | 195,376.68 | -146,532.51 | 25.0% |
| Total Expense | 395,992.79 | 2,931,449.64 | -2,535,456.85 | 13.51% |
| Net Ordinary Income | 826,794.26 | 0.00 | 826,794.26 | 100.0% |
| Net Income | 826,794.26 | 0.00 | 826,794.26 | 100.0% |

Forrest M Bird Charter School
Profit & Loss Forecast Overview - All
 July 2021 through June 2022

| | Jul 21 | Aug 21 | Sep 21 | Oct 21 | Nov 21 | Dec 21 | Jan 22 | Feb 22 | Mar 22 | Apr 22 | May 22 | Jun 22 | TOTAL Jul 21 - Jun 22 |
|------------------------------------|--------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|--------------------------|
| Ordinary Income/Expense | | | | | | | | | | | | | |
| Income | | | | | | | | | | | | | |
| 419-200 Contributions/Donations | 5,030.00 | 2,000.00 | 2,100.00 | | | | | | | | | | 9,130.00 |
| 419-920 · Miscellaneous Revenue | 40.00 | | | | | | | | | | | | 40.00 |
| 431-100 · State Base Support | | 1,184,296.00 | | | | | | | | | | 949,641.00 | 2,133,937.00 |
| 431-900 · Other State Support | | 3,000.00 | 1,575.00 | | | | | | | | | 243,998.00 | 248,573.00 |
| 437-000 · Lottery/Add State Maint. | | | 19,673.00 | | | | | | | | | | 19,673.00 |
| 445-900 · Federal Revenue | | 4,849.64 | | | | | | | | | | 525,500.36 | 530,350.00 |
| Interest Income | 45.05 | 80.30 | | | | | | | | | | | 125.35 |
| Total Income | 5,115.05 | 1,194,225.94 | 23,348.00 | - | - | - | - | - | - | - | - | 1,719,139.36 | 2,941,828.35 |
| Expense | | | | | | | | | | | | | |
| Teacher Salary, Tax, Benefits | 5,075.44 | 2,821.43 | | | | | | | | | | | 7,896.87 |
| Teacher Supplies, Texts, Misc. | 2,150.00 | 6,499.33 | | | | | | | | | | | 8,649.33 |
| Admin Salary, Tax, Benefits | - | 18,868.89 | | | | | | | | | | | 18,868.89 |
| Admin Svces, Supplies, Phone | 28,209.35 | 10,902.57 | | | | | | | | | | | 39,111.92 |
| Bldg Mgmt Salary, Tax, Benefits | 3,231.91 | 8,667.44 | | | | | | | | | | | 11,899.35 |
| Bldg Mgt Supplies & Services | 1,133.25 | 3,133.10 | | | | | | | | | | | 4,266.35 |
| Conference Travel/Registration | 402.00 | - | | | | | | | | | | | 402.00 |
| Utilities | 2,787.61 | 3,652.56 | | | | | | | | | | | 6,440.17 |
| Transportation | - | - | | | | | | | | | | | - |
| Capital - Building | | | | | | | | | | | | | - |
| Capital - Equipment | 9,837.22 | 9,187.85 | | | | | | | | | | | 19,025.07 |
| 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 | 195,376.68 |
| Estimated Monthly Expenses | | | 232,000.00 | 240,000.00 | 240,000.00 | 240,000.00 | 240,000.00 | 240,000.00 | 240,000.00 | 240,000.00 | 240,000.00 | 240,000.00 | 2,392,000.00 |
| Total Expense | 69,108.17 | 80,014.56 | 248,281.39 | 256,281.39 | 256,281.39 | 256,281.39 | 256,281.39 | 256,281.39 | 256,281.39 | 256,281.39 | 256,281.39 | 256,281.39 | 2,703,936.63 |
| Net Income | (63,993.12) | 1,114,211.38 | (224,933.39) | (256,281.39) | (256,281.39) | (256,281.39) | (256,281.39) | (256,281.39) | (256,281.39) | (256,281.39) | (256,281.39) | 1,462,857.97 | 237,891.72 |
| Bank Balance as of 9/30/21 | | | 2,050,951.60 | 1,794,680.21 | 1,538,398.82 | 1,282,117.43 | 1,025,836.04 | 769,554.65 | 513,273.26 | 256,991.87 | 710.48 | 1,463,568.45 | |
| Bank Balance 6/30/2021 | | | | | | | | | | | | 1,464,247.07 | |

2:26 PM
10/07/21
Accrual Basis

Forrest M Bird Charter School
Account Balances
As of September 30, 2021
Sep 30, 21

ASSETS

Current Assets

Checking/Savings

| | |
|-------------------------------|---------------------|
| Contingency Account | 800,960.53 |
| Mountain West Bank | 84,510.32 |
| Mtn. West Flex Acct. | <u>1,165,490.75</u> |
| Total Checking/Savings | 2,050,961.60 |

Trained School Dogs

2580P

The school district supports the use of trained dogs in the school for the benefit of its students subject to the conditions of this policy. Benefits from working or visiting with a trained dog include reduced stress, improved physical and emotional well-being, low blood pressure, decreased anxiety, improved self-esteem and normalization of the environment, increasing the likelihood of successful academic achievement by the student. Examples of activities that students may engage in with a trained dog include petting and/or hugging the dog, speaking to the dog, giving the dog simple commands that the dog is training to respond to, and reading to the dog.

Having appropriately trained dogs at Forrest M. Bird Charter School is a goal-driven intervention, which is directed and/or delivered by a health or education service professional and is meant to improve physical, social, emotional and/or cognitive function of students in the school.

Forrest M. Bird trained dogs has been individually trained, and evaluated. In addition, trained school dogs must be certified with the minimum of a Good Citizenship Certificate and a therapy dog certification from a qualified, certified organization to provide animal assisted activities and interactions within the school environment, such as being with an administrator or school counselor during meetings or being in individual classrooms or commons areas for student support. Trained school dogs are not the same as “emotional support animals” or “service animals”. Trained school dogs are certified therapy dogs.

The handler is an individual school district staff member who has been trained, evaluated, and registered with the trained dog to provide animal assisted activities and animal assisted interactions within a school or other facility. The handler shall assume full responsibility for the trained dog’s care, behavior, and suitability for interacting with students and others in the school while the trained dog is on school district property.

The following information will be kept current and will be submitted to Forrest M. Bird Charter School:

- Educational Philosophy of having the therapy dog in the capacity in which it will be used.
- Notification to building principals on when the dog will be on school property.
- The proof of certification of Canine Good Citizenship certification or equivalent and a therapy dog certification.
- Proof from a licensed veterinarian that the trained dog is in good health and has been immunized against diseases common to dogs. Such vaccinations shall be kept current and up to date at all times.

Forrest M. Bird Charter School highly recommends handlers have their own insurance in regards to the dog.

Trained Dog Standards and Procedures:

Certification: The trained dog shall have therapy dog certification from a professional and certified organization as well as a the Good Citizenship Certification or equivalent. An evaluation of the dog and handler at least every two years.

Health and Vaccination: The handler shall submit proof from a licensed veterinarian that the trained dog is in good health and has been immunized against diseases common to dogs. Such vaccinations shall be kept current and up-to-date at all times.

Identification: The handler and trained dog shall wear appropriate identification, such as a tag, collar or service-type vest.

Control: The handler shall maintain control of the trained dog at all times. The handler shall not leave a tethered dog to any individual or object. The trained therapy dog must be on a 4' to 6' non-retractable leash or in a crate at all times within the building and around students, even in cases of being on a field trip. No more than two handlers may be assigned to one dog. A non-handler may never be asked to take care of the dog while in the presence of students or staff during school time.

Supervision and Care of Trained Dogs: The handler shall be solely responsible for the supervision and humane care of the trained dog, including any feeding, exercising, and cleaning up after the trained dog while the trained dog is in the school building or on school property. The handler shall not leave the trained dog unsupervised or alone on school property at any time. Only the handler will take care of any dog waste.

Authorized Area(s): The handler shall ensure that the trained dog has access to only such areas of the school building or properties that have been authorized by school district administrators.

Allergies and Aversions: The handler shall remove the trained dog to a separate area, as designated by the school administrator, in such instances where any student or school employee who suffers dog allergies or aversion is present in an office, hallway, or classroom.

Recordkeeping: Handlers shall notify the administrators when the trained dog is with them in the school building. If the trained dog is in the building on a regular basis, a schedule may be given to the administrator in lieu of daily notification.

Damages and Injuries: The designated handler shall assume full responsibility and liability for any damage to school property or injury to district staff, students, or others in the school caused by an approved trained dog. Only Forrest M. Bird School Board shall give final approval on the individual trained dogs.

Exclusion or removal from School District Property:

A school therapy dog may be excluded from school district property if a school administrator determines that

- (1) The handler does not have control of the trained dog at any time;
- (2) The therapy dog is not housebroken;
- (3) The therapy dog presents a direct and immediate threat to others in the school, including other trained dogs on the school premises; or
- (4) The therapy dog's presence otherwise interferes with the educational program.

The handler shall immediately remove the dog from school property when instructed to do so by a school administrator. The therapy dog shall not be permitted return to the school premises after removal until the handler and dog obtain additional training and the board of directors give approval for the return.

Policy History

Adopted on: March 19, 2019

Revised on: March 10, 2020

Reviewed on:

