



Board of Directors Meeting Agenda

Team:	FBCS Board of Directors	Chairperson:	Shawn Burns
Meeting Date:	March 15, 2024	Start Time:	4:30pm
Minutes:	BOD Secretary – Bonnie Jakubus	Location:	FBCS Millar Building
Address:	615 S. Madison Ave, Sandpoint, ID 83864		

Call to Order @ 4:30: BOD Chairperson – *Shawn Burns*

ITEM

- | | |
|-----------------------------|-------------|
| <u>Pledge of Allegiance</u> | Shawn Burns |
| <u>Approval of minutes</u> | Shawn Burns |
| <u>Public Comment</u> | Shawn Burns |

Financials

- | | |
|------------------------------------------------------------------|--------------|
| • Action Item: Approval Financial Reports | Greta Warren |
| • Action Item: Approval of Revenues and Expenditures Statement | Greta Warren |
| • Action Item: Action Item: Non-director Classified Pay schedule | Greta Warren |

Open Business

- | | |
|----------------------------------------------------|----------------|
| • Action Item: Knitting and Crocheting Club | Rachel Castor |
| • Information: Property Boundary | Mary J. Jensen |
| • Action Item: Danika Moore Hire - Math | Mary J. Jensen |
| • Action Item: Blake Wilkins Hire – Social Studies | Mary J. Jensen |
| • Action Item: 2024-25 School Calendar | Mary J. Jensen |
| • Action Item: Eric Fulgenzi Van Driver | Mary J. Jensen |

Executive Session

- Student Concern: Student A Tier 3 Attendance
- Student B Discipline

Adjourn @ :00 PM: BOD Chairperson	Shawn Burns
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Next Meeting Date and Time:



Forrest M. Bird Charter Schools

Board Meeting
 Forrest M. Bird Charter High School
 615 S. Madison,
 Sandpoint, ID 83864
 Date: February 13, 2024

	Board Meeting Minutes
Minutes taken by	Bonnie Jakubos
Board members Present	Shawn Burns, Bonnie Jakubos, Stephanie Hawkins, Collin Day, Kate McAlister
Excused Board Members	
Staff present	Mary Jensen, Greta Warren, Misty Rains
Guests	
Call to Order	Meeting Called to Order at 4:34 pm; Quorum established at 4:34 pm
Minutes	<p>Action Item: November 28, 2023 Board meeting minutes</p> <ul style="list-style-type: none"> ✓ Motioned – Shawn Burns ✓ 2nd – Stephanie Hawkins <p>Approved Unanimously</p>
Executive Session	<p>Action Item: Student A Academic Intervention 4:36-5:15pm</p> <p>Notes: Student A must bring all grades up to 70% or above by the March 15, 2024, Board meeting to continue attending FBCS.</p> <p>Action Item: Student B Behavioral Intervention 5:16-6:02 pm</p> <p>Notes: Student B will comply with present Behavior Plan and will be mentored by Board member Bonnie Jakubos.</p>
Public Comment	<ul style="list-style-type: none"> • No public comment
Financial Reports	<p>Action item: Approval of Financial Reports</p> <p>Notes: No discussion on this item.</p> <p>Approval</p> <ul style="list-style-type: none"> ✓ Motioned – Stephanie Hawkins ✓ 2nd – Shawn Burns <p>Approved Unanimously</p>

	<p>Action Item: <i>Approval revenues and Expenditures Statement</i></p> <p>Notes: No discussion on this item.</p> <p>Approval</p> <ul style="list-style-type: none"> ✓ Motioned – Bonnie Jakubos ✓ 2nd – Shawn Burns <p>Approved Unanimously</p> <p>Action Item: <i>Removal of Kate McAlister from Bank Accounts</i></p> <p>Notes: No discussion on this item.</p> <p>Approval</p> <ul style="list-style-type: none"> ✓ Motioned – Shawn Burns ✓ 2nd –Stephanie Hawkins <p>Approved Unanimously</p> <p>Action Item: <i>Add Shawn Burns and Stephanie Hawkins to STCU</i></p> <p>Notes: No discussion on this item.</p> <p>Approval</p> <ul style="list-style-type: none"> ✓ Motioned – Bonnie Jakubos ✓ 2nd – Collin Day <p>Approved Unanimously</p>
<p>Executive Director Report</p>	<ul style="list-style-type: none"> - Middle school math department has been working diligently on creating a three-tier math program for students where middle school students will be placed into a tier due to their abilities rather than a grade level. Math department will present how this work at a later board meeting. - Open enrollment has begun. Lotter will be held on April 18, 2024. - The Threat and Vulnerability report shows how much we have improved since the previous report. The safety committee, the report, and Mary have identified pressing security and safety needs of the school and working on solutions for these needs. We will be applying for the second round of the Securing our Future grant in order to complete the necessary security camera installations, window coverings for both schools and tinted security film for the middle school.
<p>Open Business</p>	<p>Action Item: <i>Securing our Future Grant Application Items</i></p> <p>Notes: See Executive Director Report</p> <p>Approval</p> <ul style="list-style-type: none"> ✓ Motioned – Collin Day ✓ 2nd –Stephanie Hawkins <p>Approved Unanimously</p> <p>Action Item: <i>Emergency Closure Days 1/17/24, 1/09/24</i></p> <p>Notes: School closures due to weather conditions.</p> <p>Approval</p> <ul style="list-style-type: none"> ✓ Motioned – Shawn Burns ✓ 2nd – Bonnie Jakubos <p>Approved Unanimously</p>

Action Item: *Ben Evans, Shainnie Wade, Holly Walker, and Todd Claunch as Van Drivers*

Notes: No discussion on this item.

Approval

- ✓ Motioned – Bonnie Jakubos
- ✓ 2nd – Shawn Burns

Approved Unanimously

Action Item: *Number of total Van Drivers*

Notes: The number of Van Drivers will now be unlimited.

Approval

- ✓ Motioned – Shawn Burns
- ✓ 2nd – Stephanie Hawkins

Approved Unanimously

Action Item: *Montgomery Taylor Resignation*

Notes: No discussion on this item.

Approval

- ✓ Motioned – Stephanie Hawkins
- ✓ 2nd – Shawn Burns

Approved Unanimously

Action Item: *Mikell Zimmerman Hire*

Notes: Mikell will replace Montgomery Taylor.

Approval

- ✓ Motioned – Collin Day
- ✓ 2nd – Stephanie Hawkins

Approved Unanimously

Action Item: *Mikell Zimmerman Charter Certification*

Notes:

Approval

- ✓ Motioned – Collin Day
- ✓ 2nd – Stephanie Hawkins

Approved Unanimously

Action Item: *Jacob Iverson Resignation from Board*

Notes: No discussion on this item.

Approval

- ✓ Motioned – Bonnie Jakubos
- ✓ 2nd – Stephanie Hawkins

Approved Unanimously

	<p>Action Item: Kate McAlister Retirement from Board</p> <p>Notes: No discussion on this item.</p> <p>Approval</p> <ul style="list-style-type: none"> ✓ Motioned – Stephanie Hawkins ✓ 2nd – Shawn Burns <p>Approved Unanimously</p> <p>Action Item: Selection of Board Treasurer</p> <p>Notes: Collin Day agreed to be Treasurer</p> <p>Approval</p> <ul style="list-style-type: none"> ✓ Motioned – Shawn Burns ✓ 2nd – Stephanie Hawkins <p>Approved Unanimously</p> <p>Action Item: Selection of Board Chairperson</p> <p>Notes: Shawn Burns will be the Board Chairperson.</p> <p>Approval</p> <ul style="list-style-type: none"> ✓ Motioned – Kate McAlister ✓ 2nd – Collin Day <p>Approved Unanimously</p> <p>Motion to Adjourn</p> <p>Approval</p> <ul style="list-style-type: none"> ✓ Motioned – Stephanie Hawkins ✓ 2nd – Collin Day <p>Approved Unanimously</p>

Adjournment	Meeting adjourned at 6:20 pm
Next Board Meeting	March 16, 2024

Respectfully Submitted: Bonnie Jakubos

Date: February 18, 2024

Signed: _____
Board Chair, date

Signed: _____

Board Secretary, date

Forrest M Bird Charter School

Account Balances

As of February 29, 2024

Feb 29, 24

ASSETS

Current Assets

Checking/Savings

Contingency Account	50,840.53
Mountain West Bank	19,700.76
Mtn. West Flex Acct.	1,463,260.55
Scholarship Account	14,918.23
STCU Checking	74.61
STCU Money Market	<u>250,927.92</u>
Total Checking/Savings	1,799,722.60

Forrest M Bird Charter School
Cash Flow Forecast Overview
 July 2023 through June 2024

	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 23 - Jun 23
Ordinary Income/Expense													TOTAL
Income													
419-200 Contributions/Donations		5.00	320.00	4,120.00		1,330.00		100.00					5,875.00
419-920 - Miscellaneous Revenue			75.00		87.50	528.75	551.00	1,987.50					3,229.75
431-100 - State Base Support		1,477,895.00			600,637.00			447,441.65				271,695.35	2,797,669.00
431-900 - Other State Support				1,575.00		6,788.00	14,400.00	5,962.00				123,478.00	171,195.00
437-000 - Lottery/Add State Maint.												221,160.36	24,406.00
445-900 - Federal Revenue	280.92	615.64	1,122.85	1,522.36	3,305.49	3,467.24	3,358.91	3,173.58					433,802.00
Interest Income	280.92	1,490,416.91	49,688.05	60,186.75	672,562.70	49,434.22	46,818.65	467,301.83				616,333.71	16,846.99
Total Income													3,453,023.74
Expense													
Teacher Salary, Tax, Benefits	7,288.55	5,049.05	152,912.12	164,165.09	155,434.87	157,462.04	161,351.22						803,662.94
Teacher Supplies, Texts, Misc.	2,167.03	7,037.05	11,779.23	40,005.75	14,940.10	9,324.78	7,283.45						92,537.39
Admin Salary, Tax, Benefits	22,532.64	23,256.66	46,959.79	45,539.22	46,534.92	44,940.56	43,278.94						273,042.73
Admin Svces, Supplies, Phone	34,473.81	13,465.30	37,355.03	9,424.32	4,034.41	3,395.87	8,893.05						111,041.79
Bldg Mgmt Salary, Tax, Benefits	6,963.39	7,620.12	7,620.12	7,357.42	7,751.47	7,094.75	6,504.91						50,912.18
Bldg Mgt Supplies & Services	3,813.03	1,775.49	4,915.54	7,406.02	3,336.83	4,912.04	9,440.19						35,599.14
Conference Travel/Registration	-		704.46	(8.00)	122.60								819.06
Utilities	2,676.87	2,569.46	3,449.22	3,352.16	4,916.07	6,362.52	7,661.70						30,988.00
Transportation	-		24,200.02	29,778.86	22,071.42	12,444.24	21,237.42						109,731.96
Capital - Building	-												-
Capital - Equipment	-	17,218.03			5,341.74								22,559.77
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													
Total Expense	96,196.71	94,272.55	306,176.92	323,302.23	280,765.82	262,218.19	281,932.27	286,281.39	286,281.39	286,281.39	286,281.39	286,281.39	3,076,271.64
Net Income	(95,915.79)	1,396,144.36	(256,488.87)	(263,115.48)	391,796.88	(212,783.97)	(235,113.62)	181,020.44	(286,281.39)	(286,281.39)	(286,281.39)	330,052.32	376,752.10

Bank Balance as of 2/29/24

1,799,722.60

1,513,441.21

1,227,159.82

940,878.43

1,270,930.75

Bank Balance 6/30/2023

1,618,421.70



S.C.S.

679636

**Pixie Vasquez – Director of Operations
Sharon Wiseman – Principal**

Sandpoint Charter School • 614 S. Madison Avenue • Sandpoint, Idaho 83864 • Phone 208.255.7771 • Fax 208.263.9441

May 1, 2005

Ret. to.

Mrs. Valerie Smith
1001 Ridley Village Road
Sandpoint, ID 83864

SU: MEMO OF UNDERSTANDING
RE: Property Boundary Issue

FILED BY
Alan Mullan
2005 JUN 21 P 3: 56
HARIE SCOTT
BORNER COUNTY RECORDER
CH

This issue involves the paving that extends south of the school's southern boundary and south blacktop area [parking lot] and the fence that was along the west edge of its south parking lot. The pavement was placed by the former owner of the Sandpoint Charter School property, Encoder Products, Inc. and the fence was likely placed by the owner of the land south and west of the south parking lot. This situation has obviously been in place for many years.

The problem is that the legal property lines do not agree with the natural boundaries the pavement and fence actually show. In June 2004, you, your daughter and I met to discuss the situation. I contacted JA Sewell who did the surveying of the property lines when we purchased the property. In order for us to have the lot lines readjusted and establish new property pins, and then recorded with the county, it would probably cost each of us approximately \$500. At that time we agreed to live with the present situation. As the attached property map prepared by JA Sewell shows, the amount to land is nearly equal.

We all agreed we could live with the situation as it is. We did not feel it was necessary to do the official changing of the boundary lines. This letter is to confirm you still feel that way about the situation.

We appreciate being your neighbor and the amiable relationship we enjoy. I am more than willing to re-visit the situation if you would like. Please call me at 255.7771.

Yours truly,

This is a MEMO OF UNDERSTANDING concerning the property boundary issues existing between our two properties created by the previous owner of Sandpoint Charter School property. We, the undersigned, agree to accept the existing situation with the paved area to the south of the building and exchange the overage for the field area to the west of the pavement south of the building as shown on the attached map.

I agree to the statement concerning the property boundaries in question as stated above.



Valerie Smith, property owner

Date 6-14-05

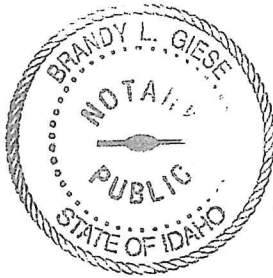


Dr. Joyce Gilbert, Chairperson
Sandpoint Charter School Board of Directors

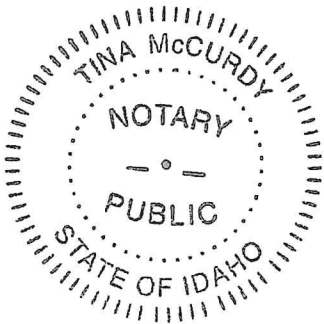
Date 5/26/05

Recorded with Bonner County Clerk

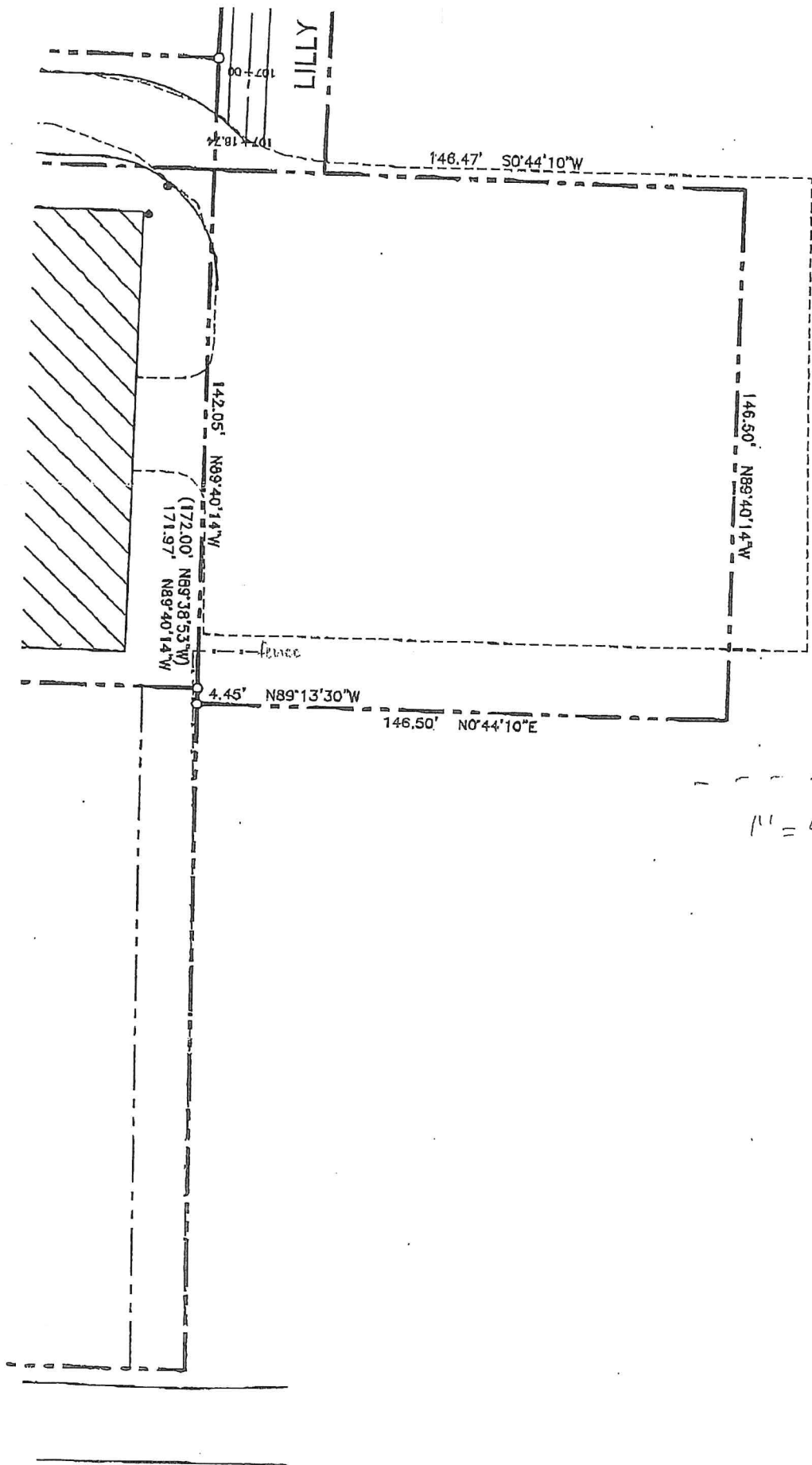
Date _____



Brandy L. Giese
519 012 9465
Sackville, ID
Expires 3-3-09



Tina McCurdy
P.O. Box 2101, ID - 83886
560 61 6816
Exp. 10-26-05



- - - = pavement
 1" = 40'

Forrest M. Bird Charter School | 2024-2025 CALENDAR

AUGUST '24						
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

26 – 29 Teacher work Days
 26 **Back To School
 Open House 5-7pm

FEBRUARY '25						
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	

18 Progress Reports
 17 Presidents' Day, No School
 27 At-home Student Led Conferences

SEPTEMBER '24						
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 Labor Day
 3 First day for Students

MARCH '25						
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					

24-31 Spring Break

OCTOBER '24						
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 - Progress Reports
 17 – Family Conferences 4-6pm

APRIL '25						
S	M	T	W	Th	F	S
						1
		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			

1-4 Spring Break
 24 Last day of Tri 2
 28 Teacher work day; Non-student day
 29 First Day of Tri 3

NOVEMBER '24						
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

25-29 Thanksgiving Break

MAY '25						
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

26 Memorial's Day, No School

DECEMBER '24						
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				

13 Last day of Tri 1; ROADS
 16-31 Winter Break, No School

JUNE '25						
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 Last day of Tri 3; Early out at 1:00pm
 6 Teacher Work Day, No School

JANUARY '25						
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	

1-3 Winter Break, No School
 2-3 Teacher workdays
 6 First day of Tri 2
 20 M.L. King Day, No School

Color Guide

First Day of the Trimester
 Last Day of the Trimester
 No School: Offices are closed
 Required Online Access Day for Success (ROADS)

ROADS are regular school days. Students are required to complete schoolwork from home. On Fridays, students may make appointments with staff for additional tutoring from 12:00 to 3:00 pm.

*Note: ROADS days may be called in lieu of emergency closure days.