

#### **Board of Directors Meeting Agenda**

Team:	FBCS Board of Directors	Chairperson:	Shawn Burns	10
Meeting Date:	Nov. 19, 2024	Start Time:	4:30pm	
Minutes:	BOD Secretary – Colin Day	Location:	FBCS Millar Building	
Address:	615 S. Madison Ave, Sandpoint, ID 8	3864		

Call to Order @ 4:30: Chairperson - Shawn Burns

#### ITEM

Pledge of Allegiance	Shawn Burns
Approval of minutes	Shawn Burns
Public Comment	Shawn Burns
Financials	Greta Warren Greta Warren
Open Business      Action Item: STEM Diploma     Discussion: Revision of FBCS Graduation Requirements     Discussion: Cell Phone Policy	Mary J. Jensen Mary J. Jensen Mary J. Jensen

Next Meeting Date and Time: Jan. 28, 2024



# Board Meeting Forrest M. Bird Charter High School 615 S. Madison, Sandpoint, ID 83864 Date: October 30, 2024

	Board Meeting Minutes
Minutes taken by	Mary J. Jensen
Board members Present	Shawn Burns, Stephanie Hawkins, Collin Day, Susan Roberts
Excused Board Members	
Staff present	Mary Jensen, Greta Warren
Guests	Alicia Kowalski
Call to Order	Meeting Called to Order at 4:30pm
Minutes	Action Item: Approval of Sept. 17, 224 Board meeting minutes  ✓ Motioned – Stephanie Hawkins  ✓ 2 <sup>nd</sup> – Susan Roberts Approved Unanimously

Public Comment	No public comment
Financials	Action Item: Financial Reports  ✓ Motioned – Susan Roberts  ✓ 2 <sup>nd</sup> – Stephanie Hawkins  Approved Unanimously  Action Item: Approval of Revenues and Expenditures Statement  ✓ Motioned – Collin Day  ✓ 2 <sup>nd</sup> – Stephanie Hawkins  Approved Unanimously

Open Business	Action item: Special Education Paraprofessional hire – Brittany Twomey Approval  ✓ Motioned – Collin Day  ✓ 2nd – Stephanie Hawkins Discussion: With the increase of our special education population to 27% this year, additional paraprofessionals are needed in the special education department. This was not budgeted this year. If needed, we can use the contingency fund at the end of the year to help fund this additional position if
	needed.

	Approved Unanimously
	Action Item: 2024 Special Education Manual  ✓ Motioned – Collin Day  ✓ 2 <sup>nd</sup> – Stephanie Hawkins
	Approved Unanimously
	Action Item: FBCS Vehicle Driver – Misty Rains  ✓ Motioned – Susan Roberts  ✓ 2 <sup>nd</sup> – Stephanie Hawkins Approved Unanimously
	Action Item: Blakey Wilkins Alternate Authorization  ✓ Motioned – Stephanie Hawkins  ✓ 2 <sup>nd</sup> – Susan Roberts  Note: Mr. Wilkins obtained a history certification from the state. Because he is teaching government and economics, he will need to take a Praxis test to add Social Studies to his certification. The Alternate Authorization will allow for him to teach Social Studies until he can take the Praxis Test.
	Approved Unanimously
	Action Item: Rachel Askew Alternate Authorization for High School Theater Arts  ✓ Motioned – Stephanie Hawkins  ✓ 2 <sup>nd</sup> – Susan Roberts Approved Unanimously
	Information: Graduation Requirements
	The State Graduation requirements will most likely change during the state legislative session. FBCS will begin looking at not only incorporating the new graduation requirements but also reviewing if FBCS requirements should change. This will be done through input sessions with staff, families, and students. Once complete, the proposed changes will be presented to the Board.
Adjournment	Meeting adjourned at 5:15pm  ✓ Motion to adjourn – Collin Day  ✓ 2 <sup>nd</sup> – Susan Roberts Approved Unanimously
Respectfully Sub	omitted: Mary J. Jensen
Date: November	19 2024

Date: N	lovember 19,	2024				
Signed	: Shawn Burns	11/19/24				
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Signed						
Oigi ica	Mary Jensen	11/19/24				
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10:16 AM 11/11/24 Accrual Basis

#### Forrest M Bird Charter School Account Balances

As of October 31, 2024 Oct 31, 24

#### **ASSETS**

DEIS	
Current Assets	9
Checking/Savings	
Contingency Account	50,840.53
Mountain West Bank	19,207.20
Mtn. West Flex Acct.	1,349,624.38
Scholarship Account	16,793.23
STCU Checking	74.61
STCU Money Market	258,991.16
Total Checking/Savings	1,695,531.11

1			

## Forrest M Bird Charter School Cash Flow Forecast Overview July 2024 through June 2025

													TOTAL
	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	Jul 24 - Jun 25
Ordinary Income/Expense													
Income													
419-200 Contributions/Donations			1,500.00	4,100.00									5,600.00
419-920 · Miscellaneous Revenue			545.00	682.00									1,227.00
431-100 · State Base Support		1,452,059.00										1,535,429.00	2,987,488.00
431-900 - Other State Support			9,065.57	6,588.00								207,268.43	222,922.00
437-000 · Lottery/Add State Maint.													•
445-900 · Federal Revenue				29,460.05								145,934.95	175,395.00
Interest Income	3,019.69	2,935.87	3,388.34	3,224.53								29,431.57	42,000.00
Total Income	3,019.69	1,454,994.87	14,498.91	44,054.58		ı						1,918,063.95	3,434,632.00
Expense													
Teacher Salary, Tax, Benefits	6,342.93	1,976.66	161,420.14	180,956.25	÷								350,695.98
Teacher Supplies, Texts, Misc.	4,013.14	803.10	16,260.90	15,631.49									36,708.63
Admin Salary, Tax, Benefits	20,069.52	21,695.30	43,460.47	44,968.92									130,194.21
Admin Svces, Supplies, Phone	35,500.64	9,991.45	17,199.90	3,336.08									66,028.07
Bldg Mgmt Salary, Tax, Benefits	8,258.21	8,536.00	7,980.40	8,119.30									32,893.91
Bldg Mgt Supplies & Services	1,908.63	6,493.58	1,916.60	2,357.18									12,675.99
Conference Travel/Registration	1,239.18	43.82	860.31	1,459.85									3,603.16
Utilities	2,625.64	2,113.19	3,537.84	3,938.44								383	12,215.11
Transportation	Ĭ		25,596.47	28,372.14									53,968.61
Capital - Building	ř												
Capital - Equipment	8,168.07	22,852.00	897.50		9								31,917.57
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					283,000.00	282,000.00	288,000.00	288,000.00	282,000.00	282,000.00	288,000.00	288,000.00	2,281,000.00
Total Expense	104,407.35	90,786.49	295,411.92	305,421.04	299,281.39	298,281.39	304,281.39	304,281.39	298,281.39	298,281.39	304,281.39	304,281.39	3,207,277.92
Net Income	(101,387.66)	1,364,208.38	(280,913.01)	(261,366.46)	(299,281.39)	(298,281.39)	(304,281.39)	(304,281.39)	(298,281.39)	(298,281.39)	(304,281.39)	1,613,782.56	227,354.08

191,124.16 (107,157.23) (411,438.62) 1,202,343.94 1,695,531.11 1,396,249.72 1,097,968.33 793,686.94 489,405.55

1,193,785.21

Bank Balance 6/30/2024

Bank Balance as of 10/31/2024

#### Forrest M Bird Charter School Profit & Loss Budget vs. Actual YTD July through October 2024

			W	
	Jul - Oct 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense			7.1	
Income				
419-200 · Contributions/Donations	5,600.00	0.00	5,600.00	100.0%
419-900 · Miscellaneous Revenue	1,227.00	0.00	1,227.00	100.0%
431-100 · State Base Support	1,452,059.00	2,962,488.00	-1,510,429.00	49.02%
431-900 · Other State Support	6,588.00	218,722.00	-212,134.00	3.01%
439-000 · Other State Revenue	9,065.57	4,200.00	4,865.57	215.85%
445-100 · Title I - ESEA	7,932.55	83,930.00	-75,997.45	9.45%
445-600 · Title VI-B IDEA	0.00	54,000.00	-54,000.00	0.0%
445-900 · Federal Revenue	21,527.50	37,465.00	-15,937.50	57.46%
415-000 · Interest Income	12,568.43	42,000.00	-29,431.57	29.93%
Total Income	1,516,568.05	3,402,805.00	-1,886,236.95	44.57%
Gross Profit	1,516,568.05	3,402,805.00	-1,886,236.95	44.57%
Expense				
Teacher Salary, Tax, Benefits				
515-100 · Teacher Salaries	203,647.80	1,212,509.00	-1,008,861.20	16.8%
515-210 · Teacher Retirement	27,260.99	160,455.00	-133,194.01	16.99%
515-220 · Teacher Social Security	14,360.51	91,059.00	-76,698.49	15.77%
515-230 · Teacher Life Insurance	189.90	1,440.00	-1,250.10	13.19%
515-240 · Teacher Health Insurance	42,070.64	296,400.00	-254,329.36	14.19%
515-270 · Teacher Workman's Comp.	7,884.00	15,000.00	-7,116.00	52.56%
515-290 · Teacher Other Benefits	698.19	1,500.00	-801.81	46.55%
521-100 · SPED Teacher Salaries	36,380.48	217,716.00	-181,335.52	16.71%
521-210 SPED Teacher Retire	4,791.98	28,756.00	-23,964.02	16.66%
521-220 · SPED Teacher Social Sec	2,632.85	16,655.00	-14,022.15	15.81%
521-240 · SPED Teacher Health Ins	10,778.64	57,000.00	-46,221.36	18.91%
Total Teacher Salary, Tax, Benefits	350,695.98	2,098,490.00	-1,747,794.02	16.71%
Teacher Supplies, Texts, Misc.	,			
515-310 · Teacher contracted services	2,250.00	0.00	2,250.00	100.0%
515-313 · Teacher Professional Develop.	204.57	0.00	204.57	100.0%
515-410 · Teaching Supplies and Materials	10,989.12	15,272.00	-4,282.88	71.96%
515-624 · Books and Periodicals	68.25	0.00	68.25	100.0%
521-310 · Teacher contracted svcs - SPED	21,603.10	77,000.00	-55,396.90	28.06%
521-350 · SPED Communications	518.80	1,560.00	-1,041.20	33.26%
521-410 · SPED Teaching Supplies	1,074.79	0.00	1,074.79	100.0%
Total Teacher Supplies, Texts, Misc.	36,708.63	93,832.00	-57,123.37	39.12%
Admin Salary, Tax, Benefits	32,, 22,22	00,000.00	0.,.20.0.	30.1270
641-100 · School Administration Salaries	89,322.99	364,790.00	-275,467.01	24.49%
641-210 · School Admin. Retirement	11,275.16	44,815.00	-33,539.84	25.16%
641-220 · School Admins. Social Security	7,948.04	27,233.00	-19,284.96	29.19%
641-240 · School Admin. Health Insurance	21,648.02	79,800.00	-19,264.96	27.13%
Total Admin Salary, Tax, Benefits	130,194.21	516,638.00	-386,443.79	25.2%

### Forrest M Bird Charter School Profit & Loss Budget vs. Actual YTD

July through October 2024

	Jul - Oct 24	Budget	\$ Over Budget	% of Budget
Admin Svces, Supplies, Phone				
641-310 · School Admin. Professional Serv	29,371.00	24,200.00	5,171.00	121.37%
641-321 · School Admin. Building Rental	500.00	0.00	500.00	100.0%
641-322 · School Admin. Equipment Rental	2,099.86	6,100.00	-4,000.14	34.42%
641-350 · School Admin. Communications	4,044.09	13,050.00	-9,005.91	30.99%
641-390 · School Admin. Dues & Subscrip.	19,899.44	38,580.00	-18,680.56	51.58%
641-395 · Public Relations	274.19	0.00	274.19	100.0%
641-410 · School Admin. Supplies	5,259.54	5,133.00	126.54	102.47%
641-455 · School Admin. Meals	758.75	0.00	758.75	100.0%
641-460 · School Admin Tech Supplies	3,821.20	27,387.00	-23,565.80	13.95%
Total Admin Svces, Supplies, Phone	66,028.07	114,450.00	-48,421.93	57.69%
Bldg Mgmt Salary, Tax, Benefits				
661-100 · Bldg. Management Salaries	13,733.32	41,200.00	-27,466.68	33.33%
661-210 · Building Mgmt - Retirement	1,642.52	4,927.00	-3,284.48	33.34%
661-220 · Bldg Mgmt SS & Unemployment	1,050.60	3,152.00	-2,101.40	33.33%
661-240 · Bldg Mgmt - Health Insurance	3,580.48	11,400.00	-7,819.52	31.41%
664-100 · Maintenance Building Salaries	7,780.71	18,813.00	-11,032.29	41.36%
664-210 · Maintenance Buildings-Retiremen	930.58	2,250.00	-1,319.42	41.36%
664-220 · Maint Bldg - SS & Unemployment	595.22	1,439.00	-843.78	41.36%
664-240 · Maint Bldg - Health Insurance	3,580.48	11,400.00	-7,819.52	31.41%
665-100 · Maint Grounds Salary	0.00	400.00	-400.00	0.0%
665-210 · Maint Grounds Retirement	0.00	48.00	-48.00	0.0%
665-220 · Maint Grounds SS & Unemployment	0.00	31.00	-31.00	0.0%
Total Bldg Mgmt Salary, Tax, Benefits	32,893.91	95,060.00	-62,166.09	34.6%
Bldg Mgt Supplies & Services				
661-320 · Bldg. Mgmt. Contracted Services	3,913.47	11,600.00	-7,686.53	33.74%
661-410 · Bldg.Mgmt.Cust.Supplies/NonC.E.	1,416.33	1,359.00	57.33	104.22%
664-410 · Maint. Bldg. & Equip Supplies	2,226.19	0.00	2,226.19	100.0%
665-320 · Maint. Grounds-Contract Service	5,120.00	10,000.00	-4,880.00	51.2%
Total Bldg Mgt Supplies & Services	12,675.99	22,959.00	-10,283.01	55.21%
Conference Travel/Registration				
621-380 · Conference Travel	3,178.16	3,250.00	-71.84	97.79%
621-390 · Conference Fees-Reg.Dues,Train.	425.00	750.00	-325.00	56.67%
Total Conference Travel/Registration	3,603.16	4,000.00	-396.84	90.08%
Utilities		,,,		
661-331 · Bldg. Management Electricity	7,026.58	40,000.00	-32,973.42	17.57%
661-332 · Bldg. Management Sewer/Water	5,188.53	12,000.00	-6,811.47	43.24%
Total Utilities	12,215.11	52,000.00	-39,784.89	23.49%
Transportation	.2,2,0,,1	52,500.00	25,7000	2507.
681-340 · Pupil TransContract Services	53,968.61	210,000.00	-156,031.39	25.7%
Total Transportation	53,968.61	210,000.00	-156,031.39	25.7%

2:37 PM 11/11/24 Accrual Basis

## Forrest M Bird Charter School Profit & Loss Budget vs. Actual YTD

July through October 2024

	Jul - Oct 24	Budget	\$ Over Budget	% of Budget
810-550 · Cap Acquisitions-Equip (Bldg)	9,065.57	0.00	9,065.57	100.0%
11-557 · Technology Infrastructure	22,852.00	0.00	22,852.00	100.0%
Capital - Equipment	31,917.57	0.00	31,917.57	100.0%
Service				
620 · Debt Payments-Interest	30,352.14	89,524.00	-59,171.86	33.9%
)・Debt Payments-Principal	34,773.42	105,852.00	-71,078.58	32.85%
ebt Service	65,125.56	195,376.00	-130,250.44	33.33%
Expense	796,026.80	3,402,805.00	-2,606,778.20	23.39%
ry Income	720,541.25	0.00	720,541.25	100.0%
	720,541.25	0.00	720,541.25	100.0%

## STEM Diploma – Idaho Requirements (Current)

Content	Credits	Required Courses
Language	9	☐ Language Arts (1) ☐ Language Arts (1)
Arts		☐ Language Arts (1) ☐ Language Arts (1)
		☐ Language Arts (1) ☐ Language Arts (1)
		☐ Language Arts (1) ☐ Language Arts (1)
		☐ Communication – Speech or Debate (1)
Math	8	☐ Algebra 1 (1)
	£	☐ Algebra 1 (1)
		☐ Geometry 1 (1)
		Geometry 1 (1)
		☐ Algebra 2 (1)
		☐ Algebra 2 (1)
		☐ Math Elective (1) ☐ Math Elective (1)
Science	8	☐ Science w/ Lab (1)
Science	0	Science w/ Lab (1)
		☐ Science Elective (1)
		☐ Science Elective (1)
		☐ Science Elective (1)
		☐ Science Elective (1)
		☐ Science Elective (1)
		☐ Science Elective (1)
STEM	5	additional credits in science, technology,
		engineering, or mathematics:
	-	(1)
		(1)
	e e	(1)
Social	5	☐ US History (1)
Studies		☐ US History (1)
Otdaics		☐ Government (1)
		☐ Government (1)
	1	☐ Economics: Personal Finance (1)
Health	1	☐ Health (1)
Electives	10	□(1) □(1)
	(includes 2	
-	credits of	
	Humanities)	
	3	Humanities:
	9	(1)(1)
Civics Test		Score of 60% or higher
Senior Project		☐ Senior Project

#### FBCS Diploma

Content	Credits	Required Courses
Language	9	☐ Composition & Literature (1)
Arts		☐ Composition & Literature (1)
		☐ Speech or Debate (1)
		☐ American Literature (1)
-		☐ American Literature (1)
		☐ World Literature (1)
		☐ World Literature (1)
		☐ Literature Elective (1)
		☐ Future Readiness Project (1)
Math	8	☐ Algebra 1 (1)
	-	☐ Algebra 1 (1)
		☐ Geometry 1 (1)
		☐ Geometry 1 (1)
		☐ Algebra 2 or Math Elective (1)
		☐ Algebra 2 or Math Elective (1)
		☐ Math Elective (1)
		☐ Math Elective (1)
Science	8	☐ Physical Science/Lab or Chemistry/Lab (1)
		☐ Physical Science/Lab <u>or</u> Chemistry/Lab (1)
		☐ Biology/Lab (1)
		☐ Biology/Lab (1)
		☐ Science Elective (1)
		☐ Science Elective (1)
		☐ Science Elective (1)
		☐ Science Elective (1)
Social	8	US History (1)
Studies		US History (1)
		SS Elective (1)
		SS Elective (1)
,		Government (1)
		Government (1)
		☐ Economics: Personal Finance (1)
		☐ Economics: Micro & Macroeconomics (1)
Health	1	☐ Health (1)
Electives	25	□x23
_	(includes 2	+
	credits of	Humanities:
	Humanities)	
Obder Test		
Civics Test		☐ Score of 60% or higher

## Idaho Minimum Graduation Requirements: FBCS Basic Diploma (Current)

Language       9       □ Language Arts (1)         □ Language Arts (1)       □ Speech or Debate (1)         ■ Algebra 1 (1)       □ Geometry 1 (1)         □ Geometry 1 (1)       □ Math Elective (1)         □ Science (Lab (1)       □ Science (Lab (1)         □ Science Elective (1)       □ Science Elective (1)         □ Science Elective (1)       □ Science Elective (1)         □ Science Elective (1)       □ Science Elective (1)         □ Studies       □ US History (1)         □ Government (1)       □ Government (1)         □ Government (1)       □ Economics: Personal Finance (1)         Health       1       □ Health (1)         Electives       19       □ (1)       □ (1)         □ (includes 2 credits of the proposition)       □ (1)       □ (1)         □ (includes 2 credits of the proposition)       □ (1)       □ (1)	Content	Credits	Required Courses
Language Arts (1)	Language	9	
Language Arts (1)	• , •		☐ Language Arts (1)
Language Arts (1)			☐ Language Arts (1)
Language Arts (1)			☐ Language Arts (1)
Language Arts (1)			☐ Language Arts (1)
Language Arts (1)			☐ Language Arts (1)
Speech or Debate (1)			☐ Language Arts (1)
Math       6       Algebra 1 (1)         Algebra 1 (1)       Geometry 1 (1)         Geometry 1 (1)       Math Elective (1)         Math Elective (1)       Science/Lab (1)         Science Lab (1)       Science Elective (1)         Science Elective (1)       Science Elective (1)         Science Elective (1)       Science Elective (1)         Studies       US History (1)         Government (1)       Government (1)         Government (1)       Economics: Personal Finance (1)         Health       1         Health (1)       (1)         Electives       19         (includes 2 credits of       (1)         (1)       (1)         (1)       (1)			
Algebra 1 (1)			
Geometry 1 (1)	Math	6	
Geometry 1 (1)	1		
Gence       Gence (1)         Science       Gence (2 (1)         Gence (2 (1)       Gence (2 (1)         Gence (2 (1)       Gence (1)         Gence (1)       Gence (1)         Science (1)       Gence (1)         Science (1)       Gence (1)         Studies       Gence (1)         Government (1)       Gence (1)         Government (1)       Gence (1)         Health       1         Health (1)       Health (1)         Electives       19         (includes 2)       (1)			, , ,
Math Elective (1)   Science   6			1
Science   6			1
Science/Lab (1)			
Science Elective (1)	Science	6	
Science Elective (1)			
Science Elective (1)			
Science Elective (1)   Social   5			
Social Studies         5         □ US History (1)           □ US History (1)         □ Government (1)           □ Government (1)         □ Economics: Personal Finance (1)           Health         1         □ Health (1)           Electives         19         □ (1)         □ (1)           (includes 2 credits of cred			
Studies       □ US History (1)         □ Government (1)       □ Government (1)         □ Economics: Personal Finance (1)         Health       1         □ Health (1)         Electives       19         (includes 2 credits of       (1)         (1)       (1)         (1)       (1)	Casial		
Government (1)	527 50 20 000000	5	1
□ Government (1)   □ Economics: Personal Finance (1)     Health	Studies		1
□ Economics: Personal Finance (1)   Health			7 7
Health         1         ☐ Health (1)           Electives         19         ☐			1 '
Electives 19 (1) (1) (1) (1) (1) (1) (1) (1)	Health	1	
(includes 2			
credits of $\square$ (1) $\square$ (1)			
			, ,
Humanities)		Humanities)	
	-		
			10-20
Humanities:			, ,
Civics Test	Civice Test		
4	E		
Senior ☐ Senior Project	000 KESUADAN SID 11		☐ Senior Project
Project	Project		

## Idaho Minimum Graduation Requirements: FBCS Basic Diploma (Proposed on August 2024)

Content	Credits	Required Courses
Language	9	☐ Language Arts (1)
Arts	8	☐ Language Arts (1)
		☐ Speech or Debate (1) ☐ Digital Literacy (1)
Math	6	☐ Algebra 1 (1)
		☐ Algebra 1 (1)
		☐ Geometry 1 (1)
		Geometry 1 (1)
		☐ Math Elective (1)
Science	6	☐ Math Elective (1) ☐ Science/Lab (1)
Science	б	Science/Lab (1)
		☐ Science Elective (1)
		☐ Science Elective (1)
		☐ Science Elective (1)
		☐ Science Elective (1)
Social	5	☐ US History (1)
Studies	· ·	☐ US History (1)
Studies		☐ Government (1)
		☐ Government (1)
		☐ Economics: Personal Finance (1)
Health	1	☐ Health (1)
Electives	19	(1)
	(includes 2	(1)
	credits of	□(1) □(1)
	Humanities)	□(1) □(1)
		(1)
		(1)
		□(1) □(1)
		□(1) □(1)
		□(1)
		Humanities:
		□(1) □(1)
Civics Test	6	□ Score of 60% or higher
FRP		☐ Future Readiness Project: Career Readiness
Currency		☐ ASVAB, SAT, Workforce Certificate, or Internship
Exam	9	Digital Literacy (1)
=mtH1		- vigilar Citoracol