FIT ACADEMY - NOVEMBER BOARD MEETING Minutes

Board of Directors Regular Board Meeting Agenda November 9, 2016, 6:00pm - Galaxie Library Apple Valley APPROVED: December 14, 2016

I. Call to Order (Chair)- called to order at 6:04pm

II. Roll Call of Members (Secretary)

Ken Thielman (Chair) -Present
Ed Cassidy -Present
Nancy Schneider -Present
Ex-Officio: Claud Allaire, Executive Director-Present
Angie Halama- Present

Paul Anderson -Present Mark Cotton- Present

Guests- Reid Bonshire and Kevin Peck

III. Approval of Agenda

Moved: Angie Second: Nancy Vote: 5-0

- IV. Declaration of Conflict of Interest- None expressed
- V. Open Forum- None

VI. Approval of Meeting Minutes

a. October Meeting Minutes- Board moves to approve October board meeting minutes.

Moved:Ed Second:Nancy Vote: 4-0

-Ken abstained from the vote.

VII. Chair's Report: The Chair stated we are making progress and the hard work starts towards opening the school.

VIII. Director's Report:

a. Lease Negotiations- Claud discussed progress on the lease specifically in negotiating terms friendly to Fit Academy. We will have a final attorney review before the lease is signed. The board moves to approve the signing of lease pending a final review from Craig Kepler.

Moved: Angie Second:Paul Vote: 5-0

- b. Applications- Claud updated the board we currently have 10 student applications and teachers have reached out who are interested in the school.
- c. Marketing Plan / Current / Flier- Marketing plan has been on hold pending site approval. A marketing flier has been created to use for reaching out to the community.

IX. Committee Reports / Planning

- a. Facility See Director's Report
- b. Finance Report from BKDA
- c. **Academic Committee –** Schedule meeting-Claud will survey members on meeting topics and meeting dates (Angie, Paul, Ed, Bari, Reid)
- d. Policy Committee Second review for approval the following policies -

The board moves to approve second review policies as listed b.-f. (Policies- 102, 401, 406, 214, 402)

Moved: Paul

Second: Mark

Vote: 5-0

a. UPDATED: Conflict Resolution Policy (sign if approved)- The Board moved to approve amended policy on Conflict Resolution Policy.

Moved: Ed Second: Nancy Vote: 5-0

- b. 102 Equal Educational Opportunity
- c. 401 Equal Employment Opportunity
- d. 406 Public & Personal Data
- e. 214 Out of State Travel for Board Members
- f. 402 Disability Discrimination
- First review for approval the following policies- Board moves to approve policies 410, 417,419, 412,418.

Moved: Ken Second: Ed Vote: 5-0

- a. 410 Family & Medical Leave
- b. 417 Chemical Use & Abuse
- c. 419 Tobacco Free Environment
- d. 412 Expense Reimbursement
- e. 418 Drug Free School

X. Old Business

- a. BOD Insurance (waiting on building)
- b. Contracts:
- i. Dakota Academics- 1 year contract was approved by the board.

Moved: Paul Second: Nancy Vote: 5-0

ii. Junebird- board moved to approve amended contract for hourly work.

Moved: Ed Second: Mark Vote: 5-0

XI. New Business

- a. New Contracts:
 - i. E2D Facebook development (postponed until next meeting)
 - ii. Craig Kepler (attorney)- Board moved to approve the lease review contract with Craig Kepler.

Moved: Angie Second: Mark Vote: 5-0

- iii. New Lease (if available)- reviewed and approved in director's report.
- b. Review & Consideration for Approval of Enrollment Projections- Claud presented enrollment projects for the school up until 2025.
- c. Background Checks- all members completed forms and Claud will submit.
- d. Assigning of IoWA: The Board designates Claud Allaire as the Identified Official with Authority to authorize user access to MDE secured websites for our local education agency or organization.

 Moved: Angie

 Second: Nancy

 Vote: 5-0

e. Review & Consideration for Approval of Fiscal Procedures Handbook- The board moved to

approve the Fiscal Procedures Handbook.

Moved: Angie Second: Paul Vote: 5-0

f. Review & Consideration for Approval of Board Member Job Description- The board moved to approve Board Member Job Descriptions with the following positions Chair- Ken, Vice-Chair- Paul, Secretary- Angie, Treasurer- Nancy.

Moved: Nancy Second: Mark Vote: 5-0

- g. Review & Consideration of Job Description for Executive Director-(postponed for next meeting)
- h. Consent Agenda: Approval of name and address change to By-Laws & Articles of Incorporation-Board moves to approve the Bi-Laws and Articles with the change of address from Claud's home to the school's address.

Moved: Nancy Second: Nancy Vote: 5-0

XII. Next Meeting

a. Date & Time: 12/14/16

b. Location: Wescott Library

c. Agenda Items: Staffing Plan, Budget,

Others

XIII. Adjournment

a. Board Evaluation

b. Motion to Adjourn- 7:35pm