

## FIT ACADEMY – August 16, 2023 BOARD MEETING MINUTES

### Board of Directors Regular Board Meeting Minutes August 16, 2023, 5:00pm – FIT Academy School Site

**2022-23 Mission:** *FIT Academy believes children must have a healthy foundation in order to achieve academic excellence. Our mission is to prepare students by providing a balanced approach to the mental, physical, and emotional development of children.*

#### I. Call to Order (Chair) at 5:05pm

#### II. Roll Call of Members (Secretary - Shannon Baker (sub))

Jan Markison (chair) - present	Angie Halama - absent	Megan Thielfoldt - present
Shannon Baker - present	Anthony Buhr - present	
Bill Schneider - present	Tiffany Taylor - present	
Ex-Officio: Claud Allaire, Executive Director		

#### III. Approval of Agenda

Moved: Jan Second: Shannon Vote: 6-0

#### IV. Declaration of Conflict of Interest - none declared

#### V. Open Forum - no visitor comments

#### VI. Approval of Meeting Minutes: July Minutes

Moved: Megan Second: Bill Vote: 6-0

#### VII. Director's Report: Claud - enrollment update, building update with staffing

#### VIII. Committee Reports

- a. **Facility Report:** Claud Expansion long-term and short term update
  - b. **Finance:** Discussion of ERC and June financials - still waiting to close last year's financials
  - c. **Board Committee:** Approval of By-laws as it related to changes in board member status
- Moved: Shannon Second: Bill Vote: 6-0
- d. **Academics:** Development of Academic Plan – Waiting on MCA scores

#### IX. New Business:

- a. Acknowledgment of non-renewals & resignations: Aimee Gatti, science teacher; Dion Wallish, EA
- b. Employment: Nissa Sutphen, Special Education teacher – Column 8, Row 5; Grace VanAlst, music teacher, Lane 1, Step 9; Jen Iten, Receptionist, hourly Level 6, Step 1; Bailee Paul, EA, Level 6, Step 2; Tracy Gawboy, EA, Level 6, Step 2; Angie Rosenbush, .5 Science, 50% Lane 1, Step 15; Jan Renn, 55% SPED Lead Teacher, FY23 salary +4%; Craig Steinke, Science, Lane 3, Step 17 + \$6000

Moved: Shannon Second: Megan Vote: 6-0

- c. Approval of Health benefits plan

Moved: Anthony Second: Jan Vote: 6-0

Approval of designates and assignments of items d-i for yearly renewal as a consent agenda

Moved: Megan Second: Tiffany Vote: 6-0

- d. Designate MDE Identified Official with Authority (IOWA) (Executive Director/Supt) Allaire
- e. Designate official newspaper for legal publications (BOD meeting agendas, etc) – Sun This Week
- f. Designate MDE Title Grant Authorized Representative (Executive Director/Supt) Allaire
- g. Assign the Data Practices Responsible Authority (RA) & Designated Authority (DA) (Executive Director/Supt) Allaire
- h. Assign the Data Practices Compliance Officer (DPCO) (Board Chair) Markison
- i. Approval of board chair Jan Markison, superintendent Claud Allaire, treasurer Bill Schneider, and financial manager Mindy Wachter as signers on all bank accounts for electronic funds transfers for: investment of excess funds or the transfer of funds between school accounts; payment of employee payroll direct deposit; payment of federal, state, and unemployment taxes; payment of contributions to TRA and PERA; payment of other payroll deductions and benefits; monthly building lease payments; monthly payments of credit card charges; vendor payments; other payments as approved by the BOD.

j. Discussion and approval of closing enrollment on September 5 for all grades until the beginning of Quarter 2.  
Moved: Bill Second: Shannon Vote: 6-0

k. Annual review and approval of policy 531 Pledge of Allegiance  
Moved: Jan Second: Anthony Vote: 6-0

l. Review and approval of staff handbook pending clarification on Earned Sick and Safe Time Leave from Krause-Anderson  
Moved: Bill Second: Shannon Vote: 6-0

m. Review and approval of family handbook with amendments noted  
Moved: Shannon Second: Tiffany Vote: 6-0

a. Board training update & reflection

**X. Next Meeting:** Date & Time, September 20, 2023 Location: FIT Academy

**XI. Agenda for Next Meeting:** Academic Plan, Quarterly Board Reflection

**XII. XI. Adjournment at 6:10pm**

Moved: Bill Second: Jan Vote: 6-0