

FIT ACADEMY – DECEMBER BOARD MEETING Minutes
Board of Directors Regular Board Meeting Agenda Minutes
December 14, 2016, 6:00pm – Wescott Library, Eagan

- I. **Call to Order (Chair)- meeting was called to order at 6:07**
- II. **Roll Call of Members (Secretary)**
Ken Thielman (Chair) Paul Anderson
Ed Cassidy 6:16pm Mark Cotton
Angie Halama Ex-Officio: Claud Allaire, Executive Director
- III. **Approval of Agenda**
Moved: Paul Second: Angie Vote: 4-0
- IV. **Declaration of Conflict of Interest- None expressed**
- V. **Open Forum- None**
- VI. **Approval of Meeting Minutes**
a. November Meeting Minutes
Moved: Paul Second: Mark Vote: 4-0
- VII. **Chair’s Report:** Ken-reviewed VOA Charter School Assurances of Compliance for FY2017 and presented questions to VOA for clarification and reviewed a proposed calendar for FIT Academy BOD Calendar of business items that need to be addressed each month
- VIII. **Director’s Report:** Claud
a. Marketing Review: Press Release, Contact Paideia, Building Signs, Facebook, & Website
b. Applications Received- 20 student applications received
c. Grant Update / Furniture (donated office furniture, purchased cafeteria tables, nurses beds, St. Peter items)-Grant was extended through June
d. Posting for teachers- post this December
e. Review “Plan of Action” document
- IX. **Committee Reports / Planning**
a. **Facility** – Lease signed
b. **Finance** – Reports from BKDA, Line of Credit, Review Budgets- board would like to meet the representative from BKDA and do introductions to members – the board would like to see the goal to have a 2-3% fund balance
c. **Academic** – Schedule meetings for each FIT component- email will be sent to board members to set up the meetings
d. **Marketing & Recruitment** – Propose committee-tabled
e. **Personnel** – Need to establish payscales, salaries, - Claud would like board assistance with interviews
f. **Policy Committee** - By-Laws Discussion and Review- Ken is revising and will bring it to our next board meeting for approval
A. - Second review for approval the following policies
a. UPDATED: 530 – Enrollment Policy & Procedures- Board approved this policy
Moved: Angie Second: Mark Vote: 5-0

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

Moved to Approve Policies 410, 417, 419, 412, 418 : Ken Second: Paul Vote: 5-0

- First review for approval the following policies

- a. 427 – Workload Limits for Certain Special Education Teachers
- b. 428 – Employment health Insurance Policy
- c. 501 – School Weapons Policy
- d. 502 – Search of Student Lockers, Desks, Personal Possessions and Person
- e. 721 – Uniform Grant Guidance Policy Regarding Federal revenue Sources

Moved to Approve policies 427, 428 : Ken Second: Mark Vote: 5-0

Moved to Approve Policy 501- with the change on roman numeral iv item A # 5 add the word “possible”: Ken
Second: Paul Vote: 5-0

Moved to Approve policy 502, 721: Ken Second: Paul Vote: 5-0

X. Old Business

- a. BOD Insurance (see New Contracts)-tabled
- b. Review & Consideration of Job Description for Executive Director
Moved: Angie Second: Paul Vote: 5-0
- c. Revised enrollment projections- model 2017/2018.1 –enrollment capacity model
Moved: Angie Second: Paul Vote: 5-0
- i. Approve enrollment limits for 2017-18 SY

XI. New Business

- a. New Contracts:
 - i. E2D – Facebook development-Bari contract to do work on our Facebook page
Moved- Angie Second-Ed Vote- 5-0
 - ii. Bearance for Insurance-Tabled
- b. Approval of Staffing Plan- board receives staffing planning
- c. Review of VOA “Ready to Open” Document- board receives “Ready to Open” document
- d. Independent Contracts to help move furniture
Moved- Mark Second- Paul Vote- 5-0

I. Next Meeting

- a. Date & Time: 1/11/16
- b. Location: Galaxie Library
- c. Agenda Items:

I. Adjournment

II.

- a. Board Evaluation
- b. Motion to Adjourn-

Moved- Angie