

FIT ACADEMY – August 8 BOARD MEETING Minutes

Board of Directors Regular Board Meeting Minutes

August 8, 2018, 5:00pm – FIT Academy School Site

2018-19 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)- the meeting was called to order 5pm

II. Roll Call of Members (Secretary)

Ed Cassidy-Present at 5:06

Nancy Schneider-Present

Angie Halama-Present

Paul Anderson-Present

Mark Cotton- Absent

Quinn Borgstrom-Present

Ex-Officio: Claud Allaire, Executive Director- Present

Ex-Officio: Chuck Herdegen 5:05

III. Approval of Agenda

Moved: Angie

Second: Quinn

Vote: 4-0

IV. Declaration of Conflict of Interest- none expressed

V. Open Forum- none expressed

VI. Approval of Meeting Minutes

a. June Minutes

Moved: Nancy

Second: Paul

Vote:4-0

VII. Director's Report: Claud Allaire- enrollment is at 272- budget is based on 250, continue to hire as we grow

VIII. Committee Reports

a. **Facility – Lease Amendment**

b. **Finance**

i. Review of June Financials- right on target with enrollment targets- audit will happen the last week of August

c. **Academic –** Board review & approval of plan for academic review & discussion of Reading & Math improvement for 2017-18- tabled

IX. Old Business: None

X. New Business

a. Approve Anchor Bank/ Old National and Wells Fargo as Depositories

b. Approval of board chair Paul Anderson, executive director Claud Allaire, treasurer Nancy Schneider, and financial manager Chuck Herdegen 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.

c. Annual Designation of official newspaper: The Sun This Week

d. Annual Designation of legal counsel: Ballard Spahr

Moved to approve items a.-d.: Paul

Second: Nancy

Vote:5- 0

e. Annual Review & confirmation of BOD committees- reviewed and will maintain the 3 committees

f. Annual Discussion of MACS and MSBA memberships- it was recommended we maintain our membership with MACS and not join MSBA

Moved- Nancy

Second- Ed

Vote- 5-0

g. Review of additions to Employee Handbook (noted in red)-

Moved- Angie

Second- Paul

Vote- 5-0

- h. Review of additions to Family Handbook (noted in red)
Moved- Angie Second- Ed Vote- 5-0
- i. Review and approval of resignations: Mariah Calverley, Katie Wagner, . New Hires: Chris McBride, Science Teachers, Lane 4, Step 4; Maggie Holcombe, Health Teacher, Lane 1, Step 1; Kari Monnens, Special Education Teacher, Lane 6, Step 1; Xindu Chen, Language Support Specialist (part-time), \$9200; Trent Davis, Secondary Program Assistant, \$25,000; Laura Solbrack, 3rd Grade Teacher, Sep 1, Lane 1; Amber Salzman, building substitute teacher, \$28,950; Ana Siciliano, Administrative Assistant, \$16.50 per hour
Moved- Angie Second- Ed Vote- 5-0
- j. Review and approval of extension to The Well lease through December 31
Moved- Angie Second- Nancy Vote- 5-0
- k. Review & Approval of first amendment to our building lease
Moved to grant the executive director the authority to sign the 1st amendment of the building lease - Angie
 Second- Ed Vote- 5-0
- l. Review and Approval of Memorandum of Understanding for lease forward
Moved- Ed Second- Nancy Vote- 5-0
- m. Completion of audit fraud form by board members- all board members reviewed, discussed and completed Fraud Questionnaire form
- n. Review of VOA Compliance Document- reviewed the laws for compliance
- o. Discussion of board membership- (acknowledged the resignation of Mark Cotton and Angie Halama)
Angie motioned to amend our bi-laws to a board membership of at least 1-teacher, 1-community member, and 1-parent using language found in state statute subdivision 3 of state charter school statutes and no one group will have a majority - our membership will not exceed nine
Second- Ed Vote- 5-0
- p. Review of Policy 530 Enrollment Policy and addition of "Such waiting list will prioritize siblings and staff as outlined below". To III.A
Moved to approve the change to policy 530- Angie Second- Nancy Vote- 5-0
- q. Recommendation to close middle school and high school enrollments as of 5pm on August 31, 2018. Students on a waiting list as of August 31st will be eligible to enroll immediately as space allows. Students who enroll after 5pm on August 31st will be placed on a waiting list for enrollment at the beginning of second quarter.
Moved - Angie Second- Nancy Vote- 5-0
- r. Approval of contract with Harris HVAC
Moved- Ed Second- Angie Vote 5-0
- s. Approval to designate Claud Allaire as MDE Identified Official with Authority and MDE Title Grant Authorizer Representative for the school year 2017-2018. Annual review of 531 Pledge of Allegiance Policy and possible waiver
Moved- Ed Second- Nancy Vote- 5-0
- t. Annual review of 531 Pledge of Allegiance Policy and possible waiver
Moved- Angie Second-Quinn Vote- 5-0
- u. Update on Board Training- Paul and Claud will meet to discuss next trainings for board members

XI. Next Meeting

- a. Date & Time: Location: Agenda Items:

XII. Adjournment

Moved- Angie at Second-Ed Vote- 5-0

