

LIONSGATE ACADEMY  
 District #4183  
**BOARD MEETING MINUTES**  
*April 17<sup>th</sup>, 2018, 6:00 p.m.*

North St. Paul Campus, 2342 Helen Street North, North St. Paul, MN 55109

**TO:** Jim Harms, Bradford Gran, Hannah Betz, Amy Kunkel, Emy Bachman, Ali Thorstad, Steve Sawyer, Liz Wielinski, and Laura Cottington.  
 Others: Dr. Diane Restorff, Executive Director; Ryan Rehnstrand, Special Education Director; Ron Berger, Director of Finance and Operations

**FROM:** Ali Thorstad, Chair

**Call to order:** Ali Thorstad, Chair **6:01**  
 Welcome NEO representative and Habitudes students

**School Mission Statement:**

*The mission of Lionsgate Academy is to foster self-determination by providing a transitions-focused, personalized learning program for all students, specializing in educating students with autism spectrum disorders.*  
 – Read by Director Wielinski

**Comments from Community Members:** Public Comment is an open forum portion of the meeting and is an opportunity to present an issue, concern, or other statement to the Board of Directors. Individuals wishing to address the Board must sign up prior to the Call to Order and will be allotted three (3) minutes. Total public comment will be limited to twenty one (21) minutes. **None**

**Conflict of Interest Declaration - None**

**Approval of the Agenda**

- Director Cottington Requested to add Board meeting locations for next year as discussion under Governance, upon the request at the March meeting by Director Betz.
- Ron Berger requested discussion of LOC renewal under Finance.

<b>Motion:</b> Move to approve agenda.			
<b>Made by:</b> Cottington		<b>Seconded by:</b> Wielinski	
<b>Discussion:</b> None.			
<b>Vote:</b>	<b>Yea:</b> 8	<b>Nay:</b> 0	<b>Abstain:</b> 0

**Model:**

- Director Cottington requested on behalf of Administration, to add the revised 2017-18 School Calendar, to the Consent agenda due to recent snow day. No additional student days are impacted.

**1. Consent Agenda**

- a. Approval of Prior Meeting Minutes
- b. Governance Committee Report
- c. ~~Approval of Policies~~

<b>Motion:</b> Move to approve consent agenda with the addition of revised 2017-18 School Calendar			
<b>Made by:</b> Wielinski		<b>Seconded by:</b> Sawyer	
<b>Discussion:</b> None.			
<b>Vote:</b>	<b>Yea:</b> 8	<b>Nay:</b> 0	<b>Abstain:</b> 0

- 2. **Special Education Update -Ryan Rehnstrand**
  - a. Budgets, planning, and curriculum for Shoreview is currently taking place
    - 1. Budgeted for Wilson Reading System which includes sending four staff for training
  - b. Classrooms at Shoreview are looking great
- 3. **Strategic Planning Update – by Dr. Jessica Bjorkman**
  - a. Aligning best practices between campuses
    - i. Course guides, lesson plan templates, syllabi are being reviewed and updated
    - ii. Due process documents reviewed
    - iii. Transition to and from Lynx reviewed
- 4. **Business**
  - i. Director’s Report- Dr. Diane Restorff
    - 1. Suggested an ad hoc political action committee be formed
      - a. Mission of the committee
        - i. Monitor political action that could have a positive or negative impact on LGA and draft responses
        - ii. Should include parents, teachers and at least one board member
      - b. Comments
        - i. Director Wielinski- Actual visits, with students to legislature would have most impact.
        - ii. Director Cottington- Offered to be a mentor, suggested getting out a call to action plan in place
        - iii. Director Harms volunteered to be the Board Lead

<b>Motion:</b> To create ad hoc Political Action Committee			
<b>Made by:</b> Harms		<b>Seconded by:</b> Bachman	
<b>Discussion:</b> None.			
<b>Vote:</b>	<b>Yea:</b> 8	<b>Nay:</b> 0	<b>Abstain:</b> 0

- ii. Student Achievement
  - 1. Four students took the ACT without accommodations. All went well.
  - 2. State Math, Reading and Science testing is underway
- iii. Personnel
  - 1. New position created: Transition Coordinator
  - 2. 11 open positions
  - 3. Job fair to occur on 4/20
  - 4. Intent to return form went out – majority of staff returning
- iv. Enrollment
  - 1. 151 at GCD, 69 of 73 at Shoreview, Lynx up to 12, AIM at 38
- v. Web site
  - 1. New site is up
  - 2. Send any change requests to Moss
- 2. Foundation Update
  - i. \$66K has been received so far, number could go up to \$70K

- ii. Pickin' for Autism coming up on Saturday
- 3. Committee Reports
  - i. Governance- Director Bachman
    - 1. Reviewed one policy, one has been tabled
    - 2. Reviewing election process and how to electronically vote
    - 3. Looking for nominations, nine have been received
    - 4. Working on board application, a meet & greet of nominees will occur on 5/11 at Art Showcase
    - 5. Consideration: meeting at all three campuses beginning next school year for Board meetings
      - a. Board discussion lead to motion to alternate between all three campuses beginning in July, with a new start time of 6:30 p.m. too allow for traffic to sites.

<b>Motion:</b> To alternate meetings between all three campuses beginning in July and change meeting time to 6:30			
<b>Made by:</b> Wielinski		<b>Seconded by:</b> Kunkel	
<b>Discussion:</b> None.			
<b>Vote:</b>	<b>Yea:</b> 8	<b>Nay:</b> 0	<b>Abstain:</b> 0

- ii. Finance- Ron Berger
  - 1. Committee Update
    - a. LOC expires first week of May, need to renew. Term sheet received, reviewed with Finance Committee
    - b. Working with MDE to ensure proper metered payments are received. Expect to resolve within the month
    - c. Currently under budget due to timing of transportation bills
    - d. Food Service will need a subsidy from the General Fund at the end of the year, which was budgeted and planned for.

<b>Motion:</b> To authorize Berger and Restorff to negotiate a new line of credit with Venture Bank under terms same as or similar to the terms disclosed to the board.			
<b>Made by:</b> Cottington		<b>Seconded by:</b> Kunkel	
<b>Discussion:</b> None.			
<b>Vote:</b>	<b>Yea:</b> 8	<b>Nay:</b> 0	<b>Abstain:</b> 0

- 2. Financials- Ron Berger
  - a. FYE 2019 Original Budget presented and discussed
  - b. Enrollment projections for all 3 campus
    - i. FY 19- 43.5% increase (with Shoreview addition)
    - ii. FY 20- 14.6% increase
    - iii. FY 21- 12.1% increase

<b>Motion:</b> Move to approve financials			
<b>Made by:</b> Sawyer		<b>Seconded by:</b> Cottington	
<b>Discussion:</b> None.			
<b>Vote:</b>	<b>Yea:</b> 8	<b>Nay:</b> 0	<b>Abstain:</b> 0

  

<b>Motion:</b> To approve 2019 budget as submitted by Administration, with General Fund revenues of \$ 17,074,300 and expenditures of \$ 17,023,181, and Food Service Fund revenues of \$ 118,094 and expenditures of \$ 118,094.			
<b>Made by:</b> Wielinski		<b>Seconded by:</b> Sawyer	
<b>Discussion:</b> None.			
<b>Vote:</b>	<b>Yea:</b> 8	<b>Nay:</b> 0	<b>Abstain:</b> 0

iii. Building

1. Shoreview Campus

- a. Accumulating furnishings
- b. Raised content coverage
- c. Walls and lights are up, rooms painted, millwork to be installed beginning 5/1
- d. Water still an issue, sealing process will help
- e. Ramsey and Washington counties are awarding grants upwards of \$92K as they are very motivated partners in the watershed.
- f. 2000 square foot rain garden, thanks to Hauer, Wielinski and Berger working on grants from Ramsey and Washington Counties.

iv. Executive Director Evaluation- Director Hannah Betz

1. Survey results are being compiled
2. Kunkel and Cottington will interview Administrative Leadership team
3. Closed session in June requested to review Dr. Restorff's evaluation

**5. Review: Next Month's Board Meeting agenda**

- a. Request for closed session following June Regular Meeting for the Executive Director Annual Evaluation

**Motion to Adjourn:**

<b>Motion:</b> Move to adjourn. <b>7:18</b>			
<b>Made by:</b> Wielinski		<b>Seconded by:</b> Kunkel	
<b>Discussion:</b> None.			
<b>Vote:</b>	<b>Yea:</b> 8	<b>Nay:</b> 0	<b>Abstain:</b> 0

**Next Meeting:** May 15<sup>th</sup> @ 6:00p.m. Lionsgate Academy 5605 Green Circle Drive, Minnetonka, MN 55343