

LIONSGATE ACADEMY
 District #4183
BOARD MEETING MINUTES
December 17th, 2019 @ 6:30 p.m.
Shoreview Campus: 599 Cardigan Road, Shoreview, MN 55126

PRESENT: ~~Emily Bachman~~, Ben Barnes, Rachel Bell, Lori Fligge, Bradford Gran, Sal Lopiano, ~~Christine Peper~~, Heather Reynolds, and Steve Sawyer
 Others: Dr. Diane Restorff, Executive Director; Ryan Rehnstrand, Director of Student Services; Aaron Leisen, Director of Finance and Operations

Call to order: Rachel Bell, Secretary @ 6:33pm

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 on the autism spectrum.

Comments from Community Members: None.

Conflict of Interest Declaration. None declared.

Approval of the Agenda

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|----------------------------------------|---------------|--------------------------|-------------------|
| Motion: Move to approve agenda. | | | |
| Made by: Sawyer | | Seconded by: Gran | |
| Discussion: None. | | | |
| Vote: | Yea: 6 | Nay: 0 | Abstain: 0 |

Model:

1. Consent Agenda

- a. Approval of Prior Meeting Minutes
- b. Governance Committee Report
- c. Approval of Policies
 - i. Policy 409 Procurement
 - ii. Policy 703 School Records Retention
 - iii. Policy 515 Whistleblower
 - iv. Policy 602 Complaint Process
 - v. Policy 918 Prohibition of Use of Corporal Punishment

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|------------------------------------------------|---------------|----------------------------|-------------------|
| Motion: Move to approve consent agenda. | | | |
| Made by: Reynolds | | Seconded by: Fligge | |
| Discussion: None. | | | |
| Vote: | Yea: 6 | Nay: 0 | Abstain: 0 |

2. Audit Review – presented by Rachel McQuiston - MMKR

3. Special Education Update – by Ryan Rehnstrand

- a. Working on solutions for driver shortages at TCT
- b. Interviewing for the Extended School Year Coordinator position
- c. Amy Robinson’s position (Special Programs Supervisor) will be split in two positions between Minnetonka and Shoreview

- i. Theresa LeCuyer will take over as Special Programs Supervisor in Minnetonka – her current position of Resource Room Special Education Teacher/Case Manager will be posted
 - ii. Interviews for the Special Programs Supervisor in Shoreview will be within the week
- 4. Strategic Planning Update** – included in Director’s Report by Dr Restorff
- 5. Business**
 - a. Director’s Report – by Dr Restorff
 - i. Principal/Site Director Update – by Brandy Schwab
 - 1. Yondr pouches – hold cell phones – locked closed at 8:10am, unlocked at 2:50pm
 - a. Students are still in possession of their phones
 - b. Students are showing an increase in work on assignments
 - c. Students are showing an increase in socialization
 - d. In emergency situations, case managers can unlock the Yondr pouches
 - ii. Student Achievement
 - 1. Experimenting with mid-year NWEA-MAP testing this year– early March
 - a. If students are achieving growth, they do not need to take spring testing
 - b. Students will need to test in the spring if they are not reaching personal goals or if they are rapid guessing
 - iii. Personnel
 - 1. HR is forming a Culture Committee
 - a. The committee will help maintain a positive culture and stay in touch with staff
 - b. They will administer a staff survey at year end - focusing on encouraging participation while remaining anonymous
 - 2. Open Positions
 - a. District – ESY Coordinator
 - b. Minnetonka - Resource Room Special Education Teacher, EAs
 - c. AIM – fully staffed
 - d. Lynx – MHBA
 - e. SHV – Special Programs Supervisor
 - 3. HR is working on closing out 2020 open enrollment
 - 4. HR is researching and selecting an HRIS (most likely PayCom)
 - iv. News
 - 1. Admin Offsite Meeting on Dec 13th – Discussions included:
 - a. Strategic Planning
 - b. Compensation
 - 2. Charities Review Council - Seal of approval for charities and non-profits
 - a. Makes Lionsgate ready to accept large donations
 - b. Increases visibility for larger donors
 - 3. Strategic Planner retained for board retreat – Kathy Carlson
 - 4. Laura Booth will give a 90 minute training on aggressive students at board retreat
 - 5. Waitlist for 2020-2021 school year
 - a. 194 – Minnetonka
 - b. 155 – Shoreview
 - 6. Prospective Family Meetings – Dec 7th – great attendance at each campus
 - 7. Winter Celebration held in Shoreview on Dec 7th for staff and families
 - v. Next Month
 - 1. Approval of calendar
 - 2. Annual board training – Jan 11th
 - 3. Contract renewal with NEO
 - b. Foundation Update – by Dr Restorff
 - i. Still recruiting members
 - ii. Planning for Breakfast is ahead of schedule
 - 1. Family speaker, keynote speaker, venue, and menu – all confirmed
 - 2. Media – still working on

Lionsgate Academy’s Authorizer is:

- iii. Received \$10,000 donation from a family on Dec 16th 2019
- c. Committee Reports
 - i. Governance – by Director Gran
 - 1. Several policies for review over the next few months
 - 2. January Board Retreat Agenda
 - a. Jan 11th 8:30 – 3:00 at Minnetonka campus
 - i. 9:00am – 10:30am (Training with Laura Booth)
 - ii. 11:00am – 3:00pm (Strategic Planning with Kathy Carlson)
 - ii. Finance – by Aaron Leisen
 - 1. Committee Update
 - a. ADM 296.6 - Budget of 300
 - b. Revenue - Federal special education revenue and CSP grant draw will resolve the revenue variance
 - c. Expenses - \$100,000 favorable
 - d. Supplies and equipment - \$100,000 favorable
 - 2. Financials
 - 3. Lease Aid Application –
 - a. Board members signed Board Member Certification for lease aid application

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| Motion: Move to approve lease aid application for all four campuses as described by Aaron Leisen. | | | |
| Made by: Sawyer | | Seconded by: Barnes | |
| Discussion: None | | | |
| Vote: | Yea: 6 | Nay: 0 | Abstain: 0 |

4. Budget for FY19 and FY20

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|----------------------------------------------------|---------------|----------------------------|-------------------|
| Motion: Move to approve budget publication. | | | |
| Made by: Sawyer | | Seconded by: Fligge | |
| Discussion: None | | | |
| Vote: | Yea: 6 | Nay: 0 | Abstain: 0 |

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|----------------------------------------------------------------------|---------------|--------------------------|-------------------|
| Motion: Move to approve the November financials as submitted. | | | |
| Made by: Sawyer | | Seconded by: Gran | |
| Discussion: None | | | |
| Vote: | Yea: 6 | Nay: 0 | Abstain: 0 |

- iii. Executive Director Evaluation
 - 1. Committee met last week and things are going well and on schedule
 - 2. Surveys
 - a. Committee is considering using a survey tool to improve confidentiality

6. Review: Next Month’s Board Meeting agenda

Motion to Adjourn:

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| Motion: Move to adjourn @ 7:39pm | | | |
| Made by: Barnes | | Seconded by: Lopiano | |
| Discussion: None | | | |
| Vote: | Yea: 6 | Nay: 0 | Abstain: 0 |

Next Meeting: *January 11th, 2020 @ 8:30 a.m. Minnetonka Campus: 5605 Green Circle Drive, Minnetonka, MN 55343*

Lionsgate Academy's Authorizer is:

Novation Education Opportunities, 3432 Denmark Avenue Suite 103, Eagan, Minnesota 55123
 Phone 612-889-2103 Fax 612-870-1200 email executive.director.neo@gmail.com <http://www.neoauthorizer.org>