

LIONSGATE ACADEMY  
 District #4183  
**BOARD MEETING MINUTES**  
*January 21<sup>st</sup>, 2020 @ 6:35 p.m.*

*Minnetonka Campus: 5605 Green Circle Drive, Minnetonka, MN 55343*

**PRESENT:** Emy 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:** Emy Bachman, Chair @ 6:35pm

**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**

|  |               |                              |                   |
|--|---------------|------------------------------|-------------------|
| <b>Motion:</b> Move to approve agenda. |               |                              |                   |
| <b>Made by:</b> Bell                   |               | <b>Seconded by:</b> Reynolds |                   |
| <b>Discussion:</b> None                |               |                              |                   |
| <b>Vote:</b>                           | <b>Yea:</b> 8 | <b>Nay:</b> 0                | <b>Abstain:</b> 0 |

**Model:**

**1. Consent Agenda**

- a. Approval of Prior Meeting Minutes
- b. Governance Committee Report
- c. Approval of Policies
  - i. 502 Chemical and Drug Use and Abuse
  - ii. 610 Drug Free School
  - iii. 609 Prevention of Harassment & Violence in the Workplace
  - iv. 516 Dress Code
  - v. 616 Allergy
  - vi. 202 Board Elections and Campaigning
  - vii. 408 Budget
  - viii. 901 Enrollment

|  |               |                            |                   |
|--|---------------|----------------------------|-------------------|
| <b>Motion:</b> Move to approve consent agenda. |               |                            |                   |
| <b>Made by:</b> Barnes                         |               | <b>Seconded by:</b> Fligge |                   |
| <b>Discussion:</b> None                        |               |                            |                   |
| <b>Vote:</b>                                   | <b>Yea:</b> 8 | <b>Nay:</b> 0              | <b>Abstain:</b> 0 |

**2. Special Education Update – Dr. Restorff**

- a. Early intervening funds approved by the State
- b. Sara Bydzovsky accepted position as ESY Coordinator

### 3. Business

|   |               |                              |                   |
|---|---------------|------------------------------|-------------------|
| <b>Motion:</b> Move to approve 2020-21 Academic Calendar. |               |                              |                   |
| <b>Made by:</b> Peper                                     |               | <b>Seconded by:</b> Reynolds |                   |
| <b>Discussion:</b> None                                   |               |                              |                   |
| <b>Vote:</b>  | <b>Yea:</b> 8 | <b>Nay:</b> 0                | <b>Abstain:</b> 0 |

- a. Director’s Report – Dr. Restorff
  - i. Principal/Site Director Update – Rachel Boyack
    1. PAAWS (Pursuing Academics and Activities While Socializing) Update
      - a. Started November (2<sup>nd</sup> quarter)
      - b. Successful for students – socially and academically
      - c. New activity ideas for 3<sup>rd</sup> quarter
      - d. Still working on logistics and staffing
    2. Spain trip is February 14-24
    3. School play is February 7-9
    4. Enrollment process (2020-21) beginning now
  - ii. Student Achievement
    1. MAP testing starts next week and will run through February
    2. ACT testing in late April
    3. MCA testing end of March
  - iii. Strategic Planning - see January 11<sup>th</sup>, 2020 Meeting Minutes
    1. Training certificates scanned and uploaded to EpiCenter
    2. Annual review of Mission Statement
    3. Balanced ScoreCard update
      - a. 2 initiatives are on track to be completed this year
      - b. CTE initiative will be continued/updated for 2020-21
      - c. Two new initiatives for 2020-21
        - i. Increasing the number of job sites for AIM students
        - ii. Creating a value proposition
  - iv. Personnel Update
    1. Staffing
      - a. AIM – fully staffed
      - b. Shoreview – fully staffed
      - c. Lynx – still need MHBA and DCD Resource Room Teacher
      - d. Minnetonka – still need 2 EAs and SLP long term sub
      - e. Minnetonka internal transfers due to Amy Robinson and Courtney Peterson departures:
        - i. Special Programs Supervisor (Robinson) – Theresa LeCuyer
        - ii. Life Skills Teacher (Peterson) – Halley Spiros
        - iii. Resource Room (LeCuyer) – Damien Hildman
        - iv. High School Case Manager (Spiros) – Emily Lemke
        - v. Middle School Case Manager (Hildman) – Michele Kirchoff
    2. Other HR news:
      - a. Closing out 2019 payroll
      - b. Audits
      - c. HRIS – Kpay conversion to PayCom
      - d. Recruiting – 3 upcoming job fairs
  - v. Student Behavior
    1. Discussion of board roles relating to student behavior reports

**Lionsgate Academy’s Authorizer is:**

2. Board request for more student behavior data to make comparisons
- vi. Noteworthy News
  1. Lottery - was held the first week of January
  2. Washburn News
    - a. Lionsgate renegotiated the contract with Washburn
    - b. Washburn will now see staff's students as long as they are on different campuses
    - c. Board discussed how Washburn is paid for their services at Lionsgate
  3. NEO
    - a. Learning Walks – NEO attended two IEP meetings at Minnetonka on January 6th
    - b. MAPES (Minnesota Authorizer Performance Evaluation System)
    - c. Formal site visit at Minnetonka on Jan 22<sup>nd</sup>
- b. Foundation Update – next meeting is January 22<sup>nd</sup>
  - i. Omnibus grant – will fund many projects including:
    1. Fundraising match for students going on the Spain trip
    2. Student's Eagle project – sensory walls in Minnetonka hallways
    3. Teacher Education Program – 6 teachers approved for reimbursement this year
    4. AIM – treadmill
    5. Lynx and Shoreview – sound attenuation
  - ii. Donations received from Gullickson memorial
- c. Committee Reports
  - i. Governance – Director Gran
    1. Still recruiting replacement for Steve Sawyer's board seat – term ending July 2020
    2. Several policies reviewed/revised – all approved as part of consent agenda this evening
    3. Enrollment Policy - updated language to explain that students must apply for the grade that typically correlates with their age. If the student is applying for any other grade, the home school district will need to provide documentation stating the grade in which that student should be enrolled. This is meant to keep the enrollment process fair for all students.
  - ii. Finance – Aaron Leisen
    1. Committee Update
      - a. ADM – Actual 296.4, Budget 300
      - b. Revenues – (\$1,430,000) – due to entitlements not yet received from lease aid, CSP grant, and federal special education funding
      - c. Expenses
        - i. Unfavorable variance of \$146,000
        - ii. Favorable on purchased services (transportation)
      - d. Cash Flow – into line \$140,000 due to variances which will be paid with aid payments coming
    2. Financials
      - a. Next year's budget projections
        - i. ADM, transportation, staffing, supplies, inflation, etc
        - ii. Fund Balance
      - b. Cash Flow – adjusted to reflect timing of payments from MDE
      - c. Increased cost in relation to ADM – but stable as LGA grows

|   |               |                          |                   |
|---|---------------|--------------------------|-------------------|
| <b>Motion:</b> Move to approve December 2019 financials as submitted. |               |                          |                   |
| <b>Made by:</b> Sawyer  |               | <b>Seconded by:</b> Gran |                   |
| <b>Discussion:</b> None   |               |                          |                   |
| <b>Vote:</b>  | <b>Yea:</b> 8 | <b>Nay:</b> 0            | <b>Abstain:</b> 0 |

|  |               |                              |                   |
|--|---------------|------------------------------|-------------------|
| <b>Motion:</b> Move to approve revised FY20 budget general fund revenues of \$19,147,868, expenditures of \$19,130,314.  |               |                              |                   |
| <b>Made by:</b> Sawyer   |               | <b>Seconded by:</b> Reynolds |                   |
| <b>Discussion:</b> None  |               |                              |                   |
| <b>Vote:</b>   | <b>Yea:</b> 8 | <b>Nay:</b> 0                | <b>Abstain:</b> 0 |
| <b>Motion:</b> Move to approve original FY21 budget general fund revenues of \$21,052,087, expenditures of \$21,032,041. |               |                              |                   |
| <b>Made by:</b> Reynolds   |               | <b>Seconded by:</b> Fligge   |                   |
| <b>Discussion:</b> None  |               |                              |                   |
| <b>Vote:</b>   | <b>Yea:</b> 8 | <b>Nay:</b> 0                | <b>Abstain:</b> 0 |

iii. Executive Director Evaluation

1. Reviewing survey questions – will be ready to distribute in March
2. Following same survey format as last year

**4. Review: Next Month’s Board Meeting agenda**

**Motion to Adjourn:**

|   |               |                           |                   |
|---|---------------|---------------------------|-------------------|
| <b>Motion:</b> Move to adjourn @ 7:49pm |               |                           |                   |
| <b>Made by:</b> Reynolds                |               | <b>Seconded by:</b> Peper |                   |
| <b>Discussion:</b> None                 |               |                           |                   |
| <b>Vote:</b>                            | <b>Yea:</b> 8 | <b>Nay:</b> 0             | <b>Abstain:</b> 0 |

**Next Meeting:** *February 18<sup>th</sup>, 2020 @ 6:30 p.m. North St. Paul Campus: 2342 Helen Street N., North St. Paul, MN 55109*