

LIONSGATE ACADEMY  
 District #4183  
**BOARD MEETING MINUTES**  
*September 15, 2020 @ 6:30 p.m.*  
*Virtual Meeting*

**PRESENT:** Emy Bachman, Ben Barnes, Rachel Bell, Amiri Brotherson, Molly Figenskau, Lori Fligge, Sal Lopiano, Christine Peper, and Heather Reynolds  
 Others: Dr. Diane Restorff, Executive Director; Ryan Rehnstrand, Director of Student Services; Aaron Leisen, Director of Finance and Operations; Gael Braddock, Director of Human Resources

**Call to order:** Emy Bachman, Chair @ 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**

<b>Motion:</b> Move to approve agenda with the addition to adding the PPP loan recommendation to the Finance Committee Report			
<b>Made by:</b> Barnes		<b>Seconded by:</b> Bell	
<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. Policy 927 Community Based Instruction
  - ii. Policy 505 Employee Right to Know
  - iii. Policy 413 Student Activity Accounting
  - iv. Policy 612 Food Service
  - v. Policy 207 School Director Hiring

<b>Motion:</b> Move to approve consent agenda			
<b>Made by:</b> Barnes		<b>Seconded by:</b> Bell	
<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. Distance Learning and Special Education
  - i. Positives
    1. Engagement of students
    2. Technology skills improvement
    3. Student participation
    4. Students logging on early to socialize with other students
  - ii. Opportunities for Growth

1. Learning and working to help students be the most successful
- iii. Targeted Services
  1. Services that can safely be delivered to students in person to meet their needs
    - a. Speech
    - b. OT
    - c. Evaluation Assessments
    - d. ACT
    - e. Functional Living Skills
    - f. New Students
    - g. Social Emotional Learning
  2. Priority Students
    - a. Non-verbal and minimally verbal students
    - b. Students with mostly Foundation level classes
  3. Steps
    - a. Identify students
    - b. Select days
    - c. Match service providers and times
    - d. Create schedule
    - e. Check staff
    - f. Set up transportation
    - g. Communicate with parents

### 3. Business

- a. Director's Report – Dr. Restorff
  - i. Principal/Site Director Update – Principal Boyack
    1. Grading practices for the 2020-2021 school year
      - a. Grading will follow the same guidelines as 2019-20 spring (quarter 4) grading
      - b. Following MDE guidelines for grading considerations
      - c. This grading practice will be implemented for the entire 2020-2021 school year
      - d. PSEO students will get the grade earned from their post-secondary institution
  - ii. Student Achievement
    1. Practice MAP last week
    2. MAP test this week for 7&8 graders and all new students in grades 9-11
  - iii. Strategic Planning Update
    1. Decision planning for 2<sup>nd</sup> half of 1<sup>st</sup> quarter (Oct. 5 – Nov. 6)
      - a. Decision to be made Sept 21<sup>st</sup> - board discussion on whether to push the decision to the end of the week of Sept 21<sup>st</sup> instead of on the 21<sup>st</sup> to enable collection of more criteria data
      - b. To go to less restrictive model:
        - i. Need 3 consecutive downward trending points
        - ii. No increase in at case rates in open schools
        - iii. Need for sufficient staff
  - iv. Personnel – Gael Braddock, Director of Human Resources
    1. Open Positions:
      - a. AIM Open positions
        - i. Admin Assist/Front Desk
        - ii. Spec Ed Teacher/CM
        - iii. Job Coach (3)
      - b. Lynx Openings
        - i. Spec Ed Teacher/CM (offer pending)
        - ii. Mental Health Behavioral Aides (2)
      - c. Shoreview
        - i. Spec Ed Teacher – Inclusion Math
        - ii. Spec Ed Teacher – Inclusion LA

**Lionsgate Academy's Authorizer is:**

- iii. Educational Assistants (7)
  - d. Minnetonka
    - i. Educational Assistants (6-8)
    - ii. Building Substitute
  - e. District
    - i. Food Service Coordinator (offer pending)
    - ii. Facilities Technician
- 2. Staffing for Hybrid
  - a. Ability to sufficiently staff is a major factor in deciding the learning model
  - b. Many employees will qualify for work-from-home accommodations and/or leaves of absences under Families First Coronavirus Response Act and/or the Americans with Disabilities Act
  - c. To fairly assess and make determinations on accommodation/leave requests, there will be priority rating on the types of requests received and the flexibility of various positions to adapt to telework
- b. Foundation Update – Diane Restorff
  - i. 2020 Omnibus Grant Expenditures Tracker
    - 1. Runs the calendar year (through Dec 31<sup>st</sup>)
    - 2. \$53,000 requested
      - a. Can include things such as staff training, match grants, building equipment, technology.
      - b. About half of the grant has been spent so far and plans for the remainder
  - ii. Foundation fundraiser coming the end of the year
  - iii. Breakfast Committee has met and working to plan for next year
  - iv. Foundation looking for more members or volunteers to help out
- c. Committee Reports
  - i. Governance – Director Fligge
    - 1. Enrollment Policy - MDE has some questions on Lionsgate’s enrollment policy. The enrollment policy will be reviewed at the next Governance meeting.
  - ii. Finance – Aaron Leisen
    - 1. Committee Update – Reviewed Aug 2020 financials
    - 2. Financials
      - a. ADM
        - i. Actual current ADM – TBD
        - ii. ADM from budget – 341.0
      - b. Revenues (as of August 31, 2020) - Total Revenues were \$3,010,082 compared to a year-to-date cash-basis budget of \$3,202,620 for a total unfavorable variance of \$(192,538).
      - c. Expenses (as of August 31, 2020) - Total Expenditures were \$1,237,007 compared to a year-to-date cash-basis budget of \$1,569,380 for a total favorable variance of \$332,373.
      - d. Cash Flow
        - i. According to current cash flow the maximum usage of the Line of Credit is \$0.
        - ii. The School has a line of credit with Choice Bank for \$1,450,000.
        - iii. The Cash Flow Projection reflects the FY21 Original Budget approved in May 2020, adjusted to reflect timing of payments from MDE.
        - iv. The Cash Flow Projection includes the PPP loan that was received in April 2020.

**Lionsgate Academy’s Authorizer is:**

<b>Motion:</b> Move to approve August 2020 financials as submitted.			
<b>Made by:</b> Barnes		<b>Seconded by:</b> Reynolds	
<b>Discussion:</b> None			
<b>Vote:</b>	<b>Yea:</b> 8	<b>Nay:</b> 0	<b>Abstain:</b> 0

3. PPP Loan received from the Federal Government
  - a. Met with MDE for recommendations on the treatment of the PPP loan
  - b. Rec'd \$2,093,000
  - c. How to get the loan forgiven? – recommendation is to pay back the loan in full and not request for it to be forgiven
  - d. Funds have not been spent and will be given back, less a small fee

<b>Motion:</b> Motion to pay back PPP loan in full.			
<b>Made by:</b> Brotherson		<b>Seconded by:</b> Bell	
<b>Discussion:</b> None			
<b>Vote:</b>	<b>Yea:</b> 8	<b>Nay:</b> 0	<b>Abstain:</b> 0

- iii. Executive Director Evaluation – Barnes
  1. Committee met today 9/15/20 and discussed goals for the Executive Director
  2. Will have goals ready to share at October board meeting and request a closed meeting portion of the October board meeting

#### 4. Review: Next Month's Board Meeting agenda

#### Motion to Adjourn:

<b>Motion:</b> Move to adjourn @ 8:08pm			
<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

**Next Meeting:** *October 20, 2020 @ 6:30 p.m. Virtual Meeting*