

— 2022-2023 —

LIONSGATE ACADEMY BOARD DEVELOPMENT PLAN



PURPOSE

Each board should have a formal process to sustain and regenerate itself. Boards need to develop a working knowledge of the prevailing value system as well as talents and levels of commitment for each board member. Board members need to understand the importance of establishing data-based methods for goal evaluation. Board members need to understand techniques for recruiting and developing new board members as well as improving the knowledge and skills of existing board members. The board must understand the difference between governance and management, guarding against intrusive micro-management. *And, among the many purposes of a school, it must recognize that the most important purpose of a school is the education of children.*

Certain strategic planning can place a board on a more solid foundation and prepare it for long term sustainability. An overworked board and an under-represented school allow governance to change into something less than desirable. Board members begin to express individual preference at the expense of the group. Board members begin to express the power of the board outside the confines of a board meeting.

BOARD ORGANIZATION

The Lionsgate Academy Board of Directors has established in its bylaws the composition of our school board to be 3 parents of currently enrolled students, 3 licensed teachers, and 3 unaffiliated community members. Lionsgate maintains a number of documents linked here that help to document our school board organization.

Board Organization Documents	
School Board Roster	Lists the current school board members, their offices, terms and contact information
Committee Descriptions	Provides a description of each committee and a description of the duties and goals.
Committee Membership	List of current board members and their committee assignments.
Committee Job Description	A description of the expectations and duties of each specific committee.
Letter to potential nominees	A letter used by the community to recruit potential board members.

Board and committee attendance (recorded and reported) are available on each monthly board minutes. [On meeting minutes](#).

The Lionsgate school board recruits every spring for 1 member of each representative group to run for a 3 year term. (1 licensed teacher, 1 unaffiliated community member, and 1 parent). Terms and election cycles are set so that each representative group has at least 2 veteran members. Recruitment of board members is a function of the governance committee. Notice of nomination is conducted via the communications system of the school including the website, social media and internal communications.

TRAINING

Lionsgate complies with MN Stat 124E in regard to the required training of board members and the timing of that training. The following documents are used to outline, document and track the training of board members.

Board Training Documents	
New Board Member Onboarding Process/Procedure Orientation/Team Building Presentation	This describes the orientation process/procedure and the content for each board member's orientation.
Board Training Log	Provides documentation of all board members training, including the required 3 trainings in governance, finance, and human resources as well as the additional annual training of all sitting board members.
Director's Board Binder	Each director is issued a board binder that contains important documents to aid in the member's fiduciary responsibilities. This document lists the content of the board binder and ensures that these are kept up to date.

GOVERNANCE AND POLICY

Lionsgate Academy’s school board maintains a governance committee comprised of one member from each constituent group (i.e., 1 teacher, 1 parent and 1 community member). The governance committee has 3 major functions: to review policy and present proposed changes to the overall board, to handle recruitment and board elections, and to organize the board self review.

Board policies are reviewed on a 3 year cycle. The chair of the governance committee assigns members to review the policies, check statutory references, and adjust as necessary. In addition to the 3 year cycle review, policies may be updated in accordance with new directives. Once policies have been reviewed by the governance committee, they are included in the consent agenda for the next month’s school board meeting.

Board Governance Documents	
policy review	This document lists the revision history of each Lionsgate Policy
LGA School Board Assessment	This interactive assessment is administered annually to each board member. Results of the assessment are presented to the board and recommendations for remediation and action are made.

STRATEGIC PLANNING

The Lionsgate Academy School Board engages in long-term strategic planning to anticipate the organization’s needs and ensure that the board is looking at a 3 to 5 year window in terms of maintaining and ensuring the direction of the school.

Since 2013, the Lionsgate Academy school board has utilized the Balanced Score Card™ method of planning. This method ensures an intentional selection of goals, objectives and initiatives within an overall strategic framework. The school board meets annually to review the Score Card and adjust depending on current circumstances.

In addition to the strategic plan, the authorizer’s Performance Framework is reviewed at most board meetings to ensure timely and satisfactory progress on continuing accountability to the authorizer and community.

Strategic Planning Documents	
Strategic Plan	This document lays out the 3 to 5 year strategic direction of Lionsgate Academy.
LGA Performance Framework	This interactive document tracks the progress of Lionsgate on the Authorizer’s performance Framework.

2022-2023 Board Strategic Planning Session is scheduled for Saturday, January 7th, 2023

KEY BOARD DOCUMENTS

In addition to the specific, documented resources in this Board Development Plan, the following documents are essential to our Board of Directors in exercising their fiduciary responsibilities.

Key Board Documents	
Articles of Incorporation	Original document forming Lionsgate Academy
Bylaws	Lionsgate Academy Bylaws
Authorizer Contract	Current Authorizer Contract
Board Policies	A link to all Lionsgate Academy Policies
Staff; Family/Student	Staff and Family Handbooks
Management Report, Financial Statement	Audits and Management Reports
Board Meeting Calendar; Academic Calendar	Calendars
Annual Reports	Annual Reports
Board Minutes	Links to Published Board Minutes