

LIONSGATE ACADEMY
District #4183
BOARD MEETING MINUTES

June 17, 2014 6:00pm

Lionsgate Academy 3420 Nevada Avenue N. Crystal, MN 55427

TO: ~~Nicole Cleland~~, Ryan Weber, Meg Fuller, Tracy Klug, Christine Peper, John Barker, Ali Thorstad, Darren Johnson, and Kurt Nisi.
Others: Diane Halpin, Executive Director; Rachel Boyack, Special Education Coordinator; Ron Berger, Director of Finance

FROM: Ali Thorstad, Chair

Call to order: 6:01 pm, Ali Thorstad, Chair

School Mission Statement:

The mission of Lionsgate Academy is to provide a transition-oriented and personalized learning program focused on secondary high-functioning students on the autism spectrum that supports their full potential, participation, and self-determination within their school, family, and community.

To this end, Lionsgate Academy will create an educational environment that will model best instructional practice and research-based techniques so that the graduates will--to the fullest extent possible--live independently, be involved in further education or gainful employment and develop meaningful relationships with others.

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.

1. No comments

Approval of the agenda:

Motion: Move to approve additions to agenda			
Made by: Ryan		Seconded by: Meg	
Discussion: None			
Vote:	Yea: 8	Nay:	Abstain:
Decision: Unanimously Approved			

Model:

1. Consent Agenda

- a. Approval of Prior Meeting Minutes
- b. Approval of Special Meeting Minutes
- c. Governance Committee Report
- d. Approval of Board Exit Interview Questions
- e. Approval of updated Bylaws

Motion: Move to approve consent agenda.			
Made by: Tracy		Seconded by: Darren	
Discussion: None.			
Vote:	Yea: 8	Nay: 0	Abstain:
Decision: Unanimously Approved			

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>

2. Strategic Planning Update

a. Grading Update

- i. Request by Brandy for board to approve grading changes of I's to F's.

Motion: Move to approve grading updates			
Made by: Meg		Seconded by: Ryan	
Discussion: None.			
Vote:	Yea: 8	Nay: 0	Abstain:
Decision: Unanimously Approved			

3. Special Education Update- Rachel

- a. All letters of assurance have been accepted.

4. Business

1. Director's Report-Diane

i. Student Achievement

ii. Culture Survey Results

1. Refer to "Results of the Culture Survey" PowerPoint and handout
2. Questions aimed at teacher retention
3. To see results, view "Summary by Job" slide
 - a. Jobs do have an effect on satisfaction
 - b. Admin will further look into whether LGA is different from other charter schools in compensation for special and gen ed teachers.
 - c. With exception of vacation, benefits meet needs of 70% of staff
 - i. Meg suggests a small reward for staff that don't use all their sick or PTO time (provide some sort of recognition).
 - ii. Christine questions why LGA policy only allows 8 sick days to carry over from year to year. Diane will look into further.
 - d. Rate highly on respect and safety, more neutral on work/life balance.
 - e. Admin will investigate perception that planning time is not reasonable.
 - f. Staff generally like coworkers and feel work is rewarding.
 - g. Most teachers feel supported by Admin when needed. Admin will seek to improve awareness that they support teacher retention and have a clear idea of what staff do.
4. Mentoring program: Inaugural year and professional development (Autism, LGA and Position)
 - a. Both programs perceived as helpful.
5. View "Summary" slide to get complete summary of survey
 - a. Darren urges Admin to focus on high scores as well – work to maintain those. And focus on feel valued and pay.

iii. Christine asks about ASD licensure - 8 already have it on their license. 7 are in the process or have submitted paperwork.

iv. End of the year survey will come out – totally anonymous and required. Will send results out and can address questions if they come up.

Lionsgate Academy's Authorizer is:

2. Graduation was really inspirational.
 - i. Administrations recommendations for AIM and possible future setting iv program
 1. Board vote on space for AIM and possible future setting iv program
 - a. Extensively reviewed process and situation at last board meeting
 - b. Sent additional information out to parents with short version of slide show shown to board. Called all students in 11th, 12th, and AIM (returning). All in all 51 students.
 - i. **67% parents were supportive of the program and move.**
 - ii. **21% unsupportive**
 - iii. **13% neutral**
 - c. Realities of two locations hasn't changed since last time. Economics of proposed location good in many respects.
 - d. Looked at where respondents live – this is not a community school. Come from all over and beyond 7 county metro area.
 - e. View “Respondents – Parent Survey” Map
 - f. For families that were opposed, they emphasized distance. And concern about continuity.
 - i. John asks about being able to maintain current partnerships we have with businesses and AIM. O’Meara has measured distances with various locations. Community sites. Century College is close.
 - ii. Negotiating a 10 year term with a three year out. Landlord is very flexible about the amount of space that we rent. Site cost is less than other sites.
 - iii. Kurt voiced concerns over attrition. Has talked to families that say long distance will make them not go. They are disappointed and feel disenfranchised. Will create hardship. Wishes board was more engaged in process.
 - g. Board agrees that felt sudden. In future, clearer communication is needed between Admin and board regarding decisions such as these.
 - h. Ron talked to broker at Crystal location - \$20 per square foot. Would have had to tell them right now how much space we’d want.
 - i. John asks what happens if MDE doesn’t like setting iv program. Diane says we just need to be compliant for MDE to be satisfied.
 - j. Of students that were going, one family indicated they wouldn’t go, three juniors that said they would not go the year after next. One family said they would go and they initially weren’t.

Motion: Move to approve proceeding Admin moving forward and execute agreements and budgeting			
Made by: Tracy		Seconded by: Christine	
Discussion: None			
Vote:	Yea: 7 (Tracy, Christine, Ryan,	Nay: 1 (Kurt)	Abstain:

	Meg, John, Darren, Ali)		
Decision: Motion passed			

3. Foundation Update
 - i. Amy Klobuchar’s office will assist in 501(c)(3) work for foundation
4. Committee Reports
 - i. Governance
 1. Election Committee Update
 - a. Two new board members will be seated at the end of this meeting. Chris Kenealy will be seated in the parent seat. Sara Bydzovsky will be seated in the staff seat.
 - b. Election committee will be inactive until next spring.
 2. Self-Evaluation Update
 - a. Leave until July board meeting.
 - ii. Finance
 1. Committee Updates
 - a. Will increase line of credit.
 - b. Managed funds to fulfill our current obligations.
 - c. Bank reconciliations with committee – no issues.
 2. Approval of Utilities Agreement
 - a. Agreement hasn’t changed, but need authorization to sign.
 - b. Authorized to approve loan agreement with bank. Cancelled previous loans and combined into new one. Venture bank has extended our line of credit on top of our existing line.
 - i. View page 9 in Board packet

Motion: Move to approve signing Utilities Agreement with Cornerstone church			
Made by: Kurt		Seconded by: John	
Discussion: None			
Vote:	Yea: 8	Nay: 0	Abstain:
Decision: Unanimously Approved			

c. Ratification

Motion: Move to ratify Administration’s action in signing loan agreement with Nonprofits Assistance Fund			
Made by: Kurt		Seconded by: Darren	
Discussion: None			
Vote:	Yea: 8	Nay: 0	Abstain:
Decision: Unanimously Approved			

Motion: Move to adopt the Corporate Resolution to Borrow/Grant Collateral provided by Venture Bank			
Made by: Kurt		Seconded by: Christine	
Discussion: None			
Vote:	Yea: 8	Nay: 0	Abstain:
Decision: Unanimously Approved			

iii. Diane asking if AuSM can use our space to hold skill shops.

Motion: Move to approve working in partnership with AuSM through allowing them to hold skill shops at LGA			
Made by: Ryan		Seconded by: Tracy	
Discussion: None			
Vote:	Yea: 8	Nay: 0	Abstain:
Decision: Unanimously Approved			

1. Financials

Motion: Move to accept financials as presented.			
Made by: Darren		Seconded by: John	
Discussion: None			
Vote:	Yea: 8	Nay: 0	Abstain:
Decision: Unanimously Approved			

iv. Executive Director Evaluation

1. Close meeting regarding Executive Director Evaluation Results
2. Re-open meeting: summarize results of closed meeting 8:11
 - a. BOD was able to finalize and approve eval report for ED. Considerations were taken into account and agreed upon.
3. Governance committee to look into procedure for conflict resolution for all levels. Meg, Ryan. Unanimous. Look into policy and ask admin to set up procedure.

Motion: Move to continue agreement for Executive Director to Diane Halpin for the 2014-15 school year.			
Made by: Nicole		Seconded by: Meg	
Discussion: None			
Vote:	Yea: 8	Nay: 0	Abstain:
Decision: Unanimously Approved			

5. Seat newly elected and appointed board members

- i. Staff: Sara Bydzovsky
- ii. Community Member: Christine Peper
- iii. Community Member: Darren Johnson
- iv. Parent: Chris Kenealy
- v. Elect officers: Chair, Vice Chair, Secretary, Treasurer
 1. Ali nominated Ryan as Vice chair and Kurt as treasurer. Meg stepped down from Secretary position. Board thanks her for her service to the board.

Lionsgate Academy's Authorizer is:

- a. Kurt nominated Ali for Chair
- b. Tracy volunteered to be secretary.

Motion: Move to appoint Ali to serve as Chair, Tracy to serve as secretary, Kurt to serve as treasurer, and Ryan to serve as Vice Chair			
Made by: John		Seconded by: Christine	
Discussion: None			
Vote:	Yea: 8	Nay: 0	Abstain:
Decision: Unanimously Approved			

5. Review: July Board Meeting agenda

Motion to Adjourn: 8:22 p.m.

Next Meeting: July 15th, 2014, 6:00 PM

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