

LIONSGATE ACADEMY  
District #4183  
**BOARD MEETING MINUTES**

September 16, 2013 6:00pm  
Lionsgate Academy 3420 Nevada Avenue N. Crystal, MN 55427

**TO:** ~~Nicole Cleland, Ryan Weber~~, Meg Fuller, Christine Peper, John Barker, ~~Tracy Klug~~, Ali Thorstad, and Kurt Nisi.  
Others: Diane Halpin, Director; Emily Kafle, Special Education Coordinator, Angie Bennett, HR Coordinator.

**FROM:** Ali Thorstad, Chair

**Call to order:** 6:01 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.*

**Approval of the agenda:** Meg, 2<sup>nd</sup> Christine

Model:

1. Consent Agenda
  - a. Approval of Prior Meeting Minutes
  - b. Governance Committee Report

<b>Motion:</b> Move to approve consent agenda.			
<b>Made by:</b> John		<b>Seconded by:</b> Kurt	
<b>Discussion:</b> None.			
<b>Vote:</b>	<b>Yea:</b> 4	<b>Nay:</b> 0	<b>Abstain:</b>
<b>Decision:</b> Unanimously Approved			

2. Board Member to open seats
  - a. Appoint teacher- 3 teacher candidates applied, the board has voted Tracy Klug.

<b>Motion:</b> Move to seat the new board member; Tracy Klug for a term of 3 years.			
<b>Made by:</b> Meg		<b>Seconded by:</b> Christine	
<b>Discussion:</b> None.			
<b>Vote:</b>	<b>Yea:</b> 4	<b>Nay:</b> 0	<b>Abstain:</b>
<b>Decision:</b> Unanimously Approved			

- b. Search for community member- Diane was given a reference for a community board member through a building committee member. Christine Peper will contact the individual over the next month.
3. Board Education/Community Connections
  - a. Yearly education requirement for all Board of Directors- Training in Financials and Governance is required. MACS will provide the training, included in our membership fee. There may be a training in

**Lionsgate Academy's Authorizer is:**

Novation Education Opportunities, 500 Washington Avenue South, Suite 1020, Minneapolis, MN 55415  
Phone 763-588-4453 Fax 612-870-1200 email [executive.director.neo@gmail.com](mailto:executive.director.neo@gmail.com) <http://www.novationeducationopportunities.org>

October, Diane is in contact with MACS and will communicate the dates to the Board when they come available. Phil Hadly, from Nonprofits Assistance trained the entire board last year on finances using LGA's finances. The board agreed that this would be good to do again this year. We will schedule a Governance training with MACS.

- b. Christine has volunteer to be on the Finance Committee.
- c. Bio's are needed from each Board Member to post on the website. These will be emailed to Meg prior to the next Board Meeting.

4. Special Education Update-Emily

- a. AIM is loving their new space. Students are happy being off campus. The relationship with Oak Grove Church has been very positive.
- b. Trainings have been scheduled to meet the requirements of MDE's findings.
- c. New parents have commented how well structured and run IEP meetings have been at LGA.
- d. Good feedback about the new grade based team structure.
- e. EA's that were moved into licensed positions are doing very well.
- f. Barbra Case is resigning. Our question was referred to another MDE staff who is also resigning. We do not know what this means yet for us.

5. Finance

- a. August Financials

<b>Motion:</b> Move to approve August Financials.			
<b>Made by:</b> Meg		<b>Seconded by:</b> John	
<b>Discussion:</b> See financial dash board and handout.			
<b>Vote:</b>	<b>Yea:</b> 4	<b>Nay:</b> 0	<b>Abstain:</b>
<b>Decision:</b> Unanimously Approved			

6. Strategic Planning- Diane passed out the Strategic Plan & Balanced Score Card with highlighted 20% of Objectives and Initiatives. She also passed out Core Values of Lionsgate handout.

- a. See handouts.
- b. Administration hopes that when moving forward with strategic planning core values will be in the forefront of our minds.

7. Business

1. Director's Report-Diane

- i. Angela Bennet is our new Human Resources Manager.
- ii. On Monday, Ron Berger will join us as Director of Finance.
- iii. We have had 2 resignations since our last meeting; Shane Rumsey and Chris Wood.
- iv. Ryan Weber has been hired as the Dean of Students.
- v. Service dog has not been an issue.
- vi. Continuing to work with Authorizer on the Epicenter program they are launching.
- vii. Annual Report is due on October 1<sup>st</sup>.
- viii. University of Minnesota will research read aloud accommodation for the computer based science and math state tests on LGA campus this Friday. Four middle school students and four high school students will participate.

2. Foundation Update- Diane

- i. Motorcycle Ride and Saints Game Fundraiser raised \$6,000.
- ii. Lionsgate will take direct donations, sequestered for a specific use until the foundation has secured their tax exempt status.
- iii. A family donated \$500.

**Lionsgate Academy's Authorizer is:**

3. Attendance Policy- Diane

<b>Motion:</b> Move to approve Policy 503: Student Attendance.			
<b>Made by:</b> Christine		<b>Seconded by:</b> John	
<b>Discussion:</b> None.			
<b>Vote:</b>	<b>Yea:</b> 4	<b>Nay:</b> 0	<b>Abstain:</b>
<b>Decision:</b> Unanimously Approved			

4. Policies- Ali

- i. Seeking Board direction on how policies should be set up. Policy vs. Procedure format.
- ii. Board discussion: There are benefits of having separate policies and procedure; there is more flexibility when the two are separate, administration has the ability to create procedures that best fit the school, and board does not necessarily need to oversee policies.
- iii. The goal is to have 5 policies approved by the School Board each meeting, starting with the most essential policies.

5. Building Committee Reports

- i. Update from John Villarious- “The Building Committee is going to put together a facility project charter to align with the strategic plan for LGA and present it to the Board in October for discussion. We've been chasing solutions without enough definition of objectives.”
- ii. The school will go into negotiating a lease no later than January, with Cornerstone as the first choice.
- iii. We must also begin due diligence in searching for a new space.

8. Review: October Board Meeting agenda

Comments from Community Members- A student and parent attended the meeting. The student was in attendance to observe the meeting in order complete a homework assignment. The student and his parent commented on how much they love attending Lionsgate Academy.

Motion to Adjourn: 7:15pm

**Next Meeting:** October 15th, 2013, 6:00 PM

**Lionsgate Academy's Authorizer is:**