

MINUTES

LoveWorks Academy for Visual and Performing Arts Regular Meeting of the Board of Directors

Meeting Date: Tuesday, September 18, 2018
Meeting Time: 6:00pm
Meeting Location: LoveWorks Academy for Visual and Performing Arts
2225 Zenith Avenue North, Golden Valley, MN 55422

LoveWorks Mission

*To inspire life-long learning, empower ALL
students academically, and nurture the arts.*

Board Members in Attendance

Tierney Carroll (Chair)
Ron Richard (Treasurer)
Katie Carlin
Tamala Lacy
Schuyler Troy
Jidana Cook (arr. 6:17)

Ex-Officio Members in Attendance

Arthur Turner (LWA)
Mary Stafford (True North)

Board Members Not in Attendance

Sara Kemper (Secretary)
Ellie Holte (Vice Chair)
Angie von Ruden-Doll

Others in Attendance

Nichole Schmidt (CLA)
Michael Duderio (CLA)

1. Opening items
 - Call to order at 6:08pm / Greetings



- Mary Stafford presented a video of LWA students performing at the parade this past Saturday, September 15, 2018. Approximately 150 people were in attendance.
- Discussion of the interview Mr. Turner did on KMOJ promoting LWA
 - Thursday at 3:20 Mr. Turner is doing a second interview; he requested a recording.
 - Ron Richard asked if we paid to do the recording; the answer was yes.
 - Jidana Cook arrived at 6:17pm.
 - All in attendance listened to the radio ad.
 - Tierney Carroll raised the question of whether the LWA website was mentioned; it was not.
- Public forum (available for the public to address the board) (15 mins)
 - No one present.

2. Consent Agenda

- Approval of previous meeting minutes
- Approval of meeting agenda
- Committee minutes (September 2018)
 - Governance
 - Development
- Committee charters
 - Development
 - Governance
 - Executive

Motion: Approve September 2018 consent agenda (Ron Richard)		Seconded: (Tamala Lacy)	
In Favor: 6	Opposed: 0	Abstained: 0	Outcome: Motion carried [6-0]

3. School Leader Report

- General updates
 - Overview of supplemental materials (not requiring board action) included in email from earlier today, September 18, including: Turnaround Report to PUC, Technology and Acceptable Use Policy, Emergency Plan and Classroom Emergency Protocols, Professional Development Plans, Up-To-Date Staff List and summary organizational chart, also added staff communications (Turner sends out Sunday morning all-staff notification email; Mindy sends all-staff instructional updates before every Monday morning)
 - Focus on partnerships and in-kind donations
 - Over 200 backpacks donated
 - Invites to Fall and Spring opportunities for teachers
- Staffing update
 - We have a highly qualified Math teacher and 2 highly qualified ELA teachers, we will be blending science and social studies into the curriculum with technology
 - Social studies position currently vacant.
- Enrollment update

- Approximately 190 students currently enrolled
- Pre-K partnership is on track (18-20 children on the list; their siblings may be joining them as well once we begin)
- Discussion of HHM (homeless-highly mobile) population
- Recruitment Efforts: KMOJ interview, Caroline Edwards is conducting home visits, tours, word-of-mouth referrals to parents
- Arthur Turner also added that free t-shirts will be an incentive to attending/enrolling, increased parental communication
- Focus on behavior
 - Including students in the conversation and higher emphasis on parents
- Compliance and accountability
 - Reports have been submitted.
 - Quality School Review and Turnaround Structure
 - School review with PUC occurred last Monday.
 - Review was mostly positive. One outcome was the need for a meeting to discuss Turnaround process and objectives.
- In the Conference Room, there are posters/bulletin boards that will be kept up to date.
- Operations
 - No further updates.

4. Financial Review

- Review of August 2018 financial report
 - Audit took place in August, close to draft form
 - Tentative time for audit call: October 1, 2018 at 10:00am (two staff members, not necessarily on the board, must be on the phone call as well)
 - Results will be discussed at the October 16, 2018 board meeting to then be submitted to MDE (not due until December)
 - Lease Aid entitlement not yet loaded
 - Retro-paid back in October
 - Budget is generally in a good place
 - October 1 submission will include the Free and Reduced Lunch count for Fiscal Year 2020
- Questions/discussion
 - Payments to various personnel: Are these reimbursements documented? Yes.
 - Discussion of specific line items and explanation of the items.
 - Purchases for school-wide curriculum: Have these been made? Will be reflected in September budget. (Not all materials are here yet, but there are additional supplementary materials we are using. The materials will be ready for testing and are not yet needed until November or January.)

Motion: Accept August 2018 financial report pending audit (Ron Richard)			Seconded: Schuyler Troy
In Favor: 6	Opposed: 0	Abstained: 0	Outcome: Motion carried [6-0]

5. Board Governance

- Finance Committee Announcements

- Audit Process: Finance committee is working with BMO to receive collateral documents that are necessary for the LWA audit
- Discussion of using a different bank: May want to consider working with a different bank due to lack of dedicated bank manager
- Lease Agreement: Ensure attention to lease is paid from financial aspect
- Development Committee Announcements
 - Donations of backpacks secured with help from True North
 - Outstanding grants - awaiting response, expected by end of October
 - Bush Foundation, MDE Safety Grant
 - Template letter to be shared by the board regarding planning a gala for recruitment
 - Updates to committee charter: Broadening the language and minimizing identity-specific aspects
 - Committee plans to engage parents as well. Sign-up sheets for parents about interest and involvement to be included at events.
 - Caroline Edwards will host an informal parent discussion during the next Tuesday at 5:00pm Chat and Chew and will start conversation about PTA (pulling from the list of people that expressed interest)
 - Date changed: Development Committee meetings changed to Second Monday of the month at 8:00am.
- Parent Engagement Committee
 - Tamala Lacy will work in coordination with Caroline Edwards and will represent the board at the Parent Engagement discussion at the Chat and Chew.
 - Cancellations of meetings from month-to-month should not occur; we will need to elect someone to speak on behalf of the Parent Engagement Committee
 - No updates noted for charter
 - Date changed: Parent Engagement Committee meetings changed to Tuesday the week before board meetings at 5:00pm.

6. Other Business

- Potential to contract with CharterSource for board support: decision deferred to Committee chairs
- Read through the Governance Report SY17-18 for next board meeting and be prepared with questions
- Compensation Survey results extended until September 26
- Dashboard Progress: Sara Kemper and Arthur Turner to meet to discuss Dashboard progress; It will consist of a compiled list of snapshot information from School Leader to be shared with and discussed by the board
- Addition of potential trainings for the board: Fundraising for charter schools was identified as one interest
- Funding for instruments: Need justification or proposal for needed instruments
- If topics come up in the weeks between board meetings: Continuing to engage communities; ensure we are having trainings as a board
- Send new meeting ideas to Tierney regarding November board meeting

7. Close of Meeting

- Next meeting date: October 16, 2018, 6:00pm, LoveWorks Academy
- Meeting adjourned at 7:33pm