

## MINUTES

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

Meeting Date: November 20, 2018  
Meeting Time: 6:00 PM  
Meeting Location: LoveWorks Academy  
2225 Zenith Ave N, 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)  
Sara Kemper (Secretary)  
Ron Richard (Treasurer)  
Jidana Cook *arr. 6:11pm*  
Tamala Lacy  
Angie von Ruden-Doll  
Schuyler Troy

#### **Ex-Officio Members in Attendance**

Mary Stafford (True North)

#### **Board Members Not in Attendance**

Ellie Holte (Vice Chair)  
Katie Carlin  
Arthur Turner (LWA) *ex-officio*

#### **Others in Attendance**

Michael Duderio (CLA)



1. Opening Items

- Call to order / Greetings (5 mins) – 6:08pm
- 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 Reports
- Committee Charters

<b>Motion:</b> Approve November 2018 consent agenda (Sara Kemper)			<b>Seconded:</b> Ron Richard
<b>In Favor:</b> 5	<b>Opposed:</b> 0	<b>Abstained:</b>	<b>Outcome:</b> Motion carried [5-0]

3. Official Approval of Handbooks

- LWA Staff Handbook
- LWA Student and Parent Handbook

<b>Motion:</b> Approve LWA Staff Handbook and LWA Student and Parent Handbook (Sara Kemper)			<b>Seconded:</b> Angie von Ruden-Doll
<b>In Favor:</b> 5	<b>Opposed:</b> 0	<b>Abstained:</b>	<b>Outcome:</b> Motion carried [5-0]

- Jidana Cook arrived, 6:11pm

4. School Leader Report

- Mary Stafford presented a new monthly dashboard to monitor progress to goals
  - Will be in board packet in future
  - Noted homeless population at LWA
    - Leadership now being intentional about communicating with homeless families about possibilities for staying at school when housing is secured (transportation can be reimbursed up to 96%)
    - Much of attrition due to transiency
  - Focus on recruiting between now and end of calendar year, since many families in transition
- Academic Goals Update
  - Upcoming NWEA testing: Nov 26-Dec 6



- Instructional Updates
  - No discussion
- Overview of Curriculum
  - No discussion
- Student Led Conferences
  - No discussion
- Non-Academic Goals Update
  - Innocent Classroom:
    - Designed to help teachers understand children in a very human way (“social-emotional” side of work for teachers)
    - Teachers completed phase I training this past week
  - After School Program
    - No discussion
  - Insight Survey
    - GMS will be funding
    - Survey measures teacher attitudes about school climate and culture
    - Deeper look than previously-used “belief survey”
  - Arts
    - Upcoming Showcase
      - December 14, 2018 (Time/location TBD)
    - Vocalessence
      - Witness Concert during Black History Month
  - Other
    - Mary encouraged board members to visit the school
    - Ron visited last week and had a chance to speak with students – he remarked it was a positive experience!

5. Financial Review

- Review of October financial report
  - Michael Dudero of CLA presented the October 2018 financials
  - Lease Aid expected to be approved on Monday
  - Will be presenting a revised budget in December.
  - No major expenses upcoming.
  - Had a visit from Graves Foundation
    - Visit went well
    - Submitted LOI requesting \$50-55K, half for arts and half for social/emotional learning

<b>Motion:</b> Accept the October 2018 financial statements pending audit (Ron Richard)		<b>Seconded:</b> Tamala Lacy	
<b>In Favor:</b> 6	<b>Opposed:</b> 0	<b>Abstained:</b>	<b>Outcome:</b> Motion carried [6-0]



## 6. Board Governance

- Development Committee report (Angie von Ruden-Doll)
  - In process of identifying someone in school to track donors
  - There are still some outstanding questions about how best to donate; school is finalizing updates to website which will include a donation link.
  - A question was raised about process for receiving Amazon Smile donations for LoveWorks
    - Mary Stafford will look into this.
  - The Development Committee will be encouraging board members to each invite 10 people to the showcase event on December 14. Will have electronic flyer describing the event and turnaround process.
  - Spring event will be more of a fundraiser; currently looking at early June dates.
  - Ron Richard suggested connecting with the company “Fun to Raise”; he will get more information from his contacts there.
  - A question was raised about whether there were any other outstanding funding opportunities.
    - Mary has two lists of potential funders and can circulate the list among board members to see if there are any connections.
- Governance Committee report (Sara Kemper)
  - All committee charters have been approved as of today.
  - Sara Kemper sent a summary of results from the board self-evaluation to all board members; will discuss further at next month’s meeting.
- Parent Engagement report
  - Chair Ellie Holte is currently on leave from the board due to extended travel.
  - Jidana Cook noted that she needed to be added to the committee charter; she has a conflict with current meeting time.
  - A Parent Teacher Organization (PTO) was recently organized with members receiving training this past month. Tierney Carroll suggested that there be active coordination between the PTO and the board Parent Engagement committee.
- Finance Committee report (Ron Richard)
  - Following audit report, committee is looking into possible need for sweep account to ensure compliance with regulation.
  - Management team is exploring switch from Paychex to CLA.
  - Lease negotiations with the church are going very well; church intends to extend lease for another two years pending finalization of PUC contract extension.
  - Nichole working on creating a dashboard showing actual versus budgeted expenses and revenue
- Executive Committee report (Tierney Carroll)
  - Board support reminder: please plan to donate a personally meaningful amount and please find time to visit the school!
  - Supporting student performances
    - Support students and also greet and meet families
  - Fall retreat
    - Next board meeting is scheduled for December 18, 2018
    - Suggestion to do retreat before December 18 meeting in lieu of a regular meeting



- Retreat purpose/potential agenda items:
  - Ensure board members are familiar with the direction and goals of the school
  - Understanding governance versus management
  - Next steps / guidance / direction (short and long term)
  - Increasing community engagement for community-led turnaround
  - Priorities, growth, development
  - Alignment of plans between various stakeholders
- Tierney requested the following items from Mary for the retreat: updated org chart, priorities, strategies, challenges, and opportunities
- Each board member will be asked to present a part of the meeting
- Expectations around board member donations
  - Request to management for funding needs (specific projects by priority)
- Sara to send out scheduling request for board retreat
  - 3-4 hours; Saturdays after two may work well
  - In lieu of board meeting
- Lion Team Memo (internal document) from Mr. Turner
  - Reminder to follow LWA on Facebook (LoveWorks Academy for Visual and Performing Arts – Minnesota)
  - Quote: “The greatness of a community is most accurately measured by the compassionate actions of its members.” – Coretta Scott King
- Regional Turnaround Strategy Group (RTSG) – meeting at LWA on Dec. 6.
  - Tierney will try to attend, but hoping for another board member to attend. Tierney will send an invite. Authorizers, philanthropists / funding community. Would request that board members stay until 8:15-9:00pm.
- Epicenter going through maintenance through tomorrow evening; asked to check log in
- Meetings with board members whose terms are up
  - Tierney and Sara will be reaching out to board members whose terms are expiring
- We are current with Epicenter requirements.

## 7. Other Business

- PUC-OPS Extension update
  - Statement in packet
  - Official amendment to contract with new goals will be done once Emily from PUC returns from maternity leave and goals have been completed.
- Update on lease discussions
  - Talks going well so far
- True North and LoveWorks agreement addendum
  - TN agreement should reflect the updated PUC agreement
- Staff appreciation
  - Will discuss at board retreat
  - Last day of school before winter break: December 21
- Jidana Cook raised a concern regarding front buzzer not working recently
  - Mary will look into this and make sure the problem has been resolved.



8. Close of Meeting

- Next meeting date: December 18, 2018, 6:00pm, LoveWorks Academy
  - NOTE: Please stay tuned for the date of the fall retreat, which would replace the regularly scheduled December board meeting.
- Board members shared personal and professional updates
- Meeting adjourned: 8:03pm

