

**Woodbury Leadership Academy  
Board of Directors Meeting Minutes  
Regular Meeting  
December 5, 2017**



**Directors Present:** Jessica Erickson, Mandi Folks, Claudia George, Mary Hitzemann, Ro Krejci, Jolene Skordahl

**Directors Absent:** None

**Administration/Advisors Present:** Dr Kathleen Mortensen (Executive Director)

**Others in Attendance:** Rochel Manders (VOA), WLA staff and parent

**1. Call to Order and Roll Call**

**1.1 Call to Order**

Ms Folks called the meeting to order at 6:00 PM.

**1.2 Roll Call**

Ms Baumann took roll call.

**2. WLA Mission and Vision**

Ms Hitzemann read the WLA Mission and Vision Statements.

**3. Approval of Agenda**

**3.1 Approval of Agenda**

Ms Krejci moved “to approve the agenda for the December 5, 2017 regular Board meeting as presented.” Motion was seconded by Ms Erickson. Motion passed unanimously.

**4. Conflict of Interest Declaration**

**4.1 Conflict of Interest Declaration**

Ms Folks asked if there were any conflicts of interest of members for items on the agenda. None were noted.

**5. Public Comment**

**5.1** There was no public comment.

**6. Board Action**

**6.1 Services provided by The Nest**

Ms Folks provided background information on The Nest consulting contract that is up for Board action. The VOA audit this fall indicated that Board stability at WLA is a concern and suggested the Board would benefit from additional training. Ms Mortensen had prior

experience with The Nest and reached out to them for assistance. After meeting with them, The Nest came up with a proposal of services they could provide WLA. Ms Folks reached out to other schools that utilized The Nest for references and she and Ms Mortensen discussed the proposal with VOA. During the discussion, the question came up as to whether it was fiscally responsible for WLA to enter into a high cost agreement in a year when the school is working with a deficit budget. Could the school achieve the priority items without the help of outside services, or could the use of outside services be limited?

Ms Krejci moved “to postpone executing The Nest contract indefinitely.” Ms Erickson seconded the motion. Ms Hitzemann suggested amending the motion to “not engaging with The Nest during the current fiscal year.” Ms Folks suggested the motion be to “decline the contract as currently written.” Ms Hitzemann moved “to not engage in the contract at this time.” Ms Krejci seconded. Motion passed unanimously.

Discussion followed on how the board would achieve priorities without The Nest contract. All agreed the highest priority for the board was obtaining a lease for a facility for the upcoming school year. Additional priorities include renewing our Charter Agreement with VOA, creating a 5-year strategic plan, and developing a high functioning Board of Directors.

## **6.2 Open Enrollment 2018-2019 SY**

Ms Folks shared that enrollment for the 2018-19 school year opened on December 1, 2017 and will close on January 31, 2018 for on-time enrollment. A lottery would be held if needed on February 1, after which time open spots will be offered to students.

Clarification was made that families were currently applying to the school, not enrolling. Applications are being taken for Grades K thru 8. Enrollment will take place after spots are offered.

Ms Krejci moved “to table the vote on grade level offerings for the 2018-19 school year to the January meeting.” Ms Hitzmann seconded. Motion passed unanimously.

## **6.3 Open Board Positions**

Ms Krejci reported that Jason Livingston had submitted a self-nomination form for the open Parent board seat. She and Ms Skordahl interviewed Mr Livingston and they felt that he would add a different perspective to the board and recommended him being seated.

Motion by Ms Krejci “to appoint Mr Livingston to the Woodbury Leadership Academy Board of Directors as a Parent Member to the term ending June 2018.” Ms Skordahl seconded. Motion passed unanimously.

Ms Krejci stated the Board still had two open Community Member seats and asked members to consider whether they knew of anyone to fill the seats that would add value to the Board.

## **7. Board Communication and Future Items**

### **7.1 Board Communication**

Ms Folks asked Board members to reflect on the meeting. There was input from all members.

Ms Krejci reminded new board members of the training requirements for charter school board members.

## **7.2 Future Items**

Ms Folks reminded members to read the book “The Growth Mindset” prior to the next meeting as there will be a discussion about it during the professional development portion of the agenda.

## **8. Housekeeping Items**

### **8.1 Next regularly scheduled meeting**

Ms Folks reminded members that the next regular Board meeting is scheduled for Tuesday, December 19, 2017 at 5:30 PM in the 2nd Grade pod area.

### **8.2 Delegation of Public Comment**

There were no Public Comment items for which to delegate follow-up.

### **8.3 New Board Members Oath of Office**

New Board members Mary Hitzemann and Jason Livingston shared a brief background of their work experience and their connection to WLA. Ms Folks administered the oath of office to Ms Hitzemann, who was absent at the November 14, 2017 meeting at which she was appointed, and to the newly appointed member, Mr Livingston.

## **9. Adjournment**

### **9.1 Adjournment**

Ms Krejci moved to adjourn. Ms Erickson seconded. Motion passed unanimously. The meeting adjourned at 6:55 PM.

Minutes drafted by Nancy Baumann, Board Clerk (non-Board member); submitted by Ro Krejci, Board Secretary.