

**Woodbury Leadership Academy
Board of Directors Minutes
Planning session
April 30, 2018**



A Strategic Planning work session was held prior to the Board meeting from 4:30 to 6:50.

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

Directors Absent: Shannon Kelly (attended business meeting only)

Administration/Advisors Present: Dr Kathleen Mortensen (Executive Director), David DenHartog (Consultant-facilitated work session only)

Others in Attendance: None

Introduction/Get to Know You Exercise

Mr DenHartog introduced himself, gave some background on his experience working with schools and provided a framework for the evening's activities. Members then took turns introducing themselves and sharing an unknown interesting fact about themselves.

Team Building Exercise

Members participated in a "follow the leaders" type exercise aimed at teamwork and team building.

What is WLA's Unique Story?

Mr DenHartog led Board members in a discussion on what they believe makes WLA unique. Items discussed included unique educational opportunities offered by WLA, including the Wolf Ridge fieldtrip, the BizTown experience, and the planned 2018-19 Gr 7/8 Washington DC trip. Teacher Board members shared the PLC (professional learning community) process started this year which they feel is helping them become better teachers and students achieve more. Student assessment results (MAP and MCA tests) were discussed and show positive growth.

Chalk Talk Exercise

Mr DenHartog had posted 4 poster sheets around the room with the following questions:

1. What do each of us perceive as the three most important accomplishments at WLA so far during the past four years, and/or for this current year?
2. Why are we committed to WLA's future?
3. How would we like to see WLA improve/change as we move forward?
4. In what ways has the development of WLA aligned or not aligned with our Mission/Vision?

Board members took time to write their answers to each of the questions on the posters. From the answers given, fifteen priorities were identified:

1. School Climate/Culture
2. Habits of Learning
3. Class Size
4. Satisfaction
5. Finance
6. Stable Board of Directors
7. Community Outreach/Marketing
8. Curriculum/CKLA
9. Academic Achievement
10. Using Data Differentiation
11. Student/Staff Mindset
12. Social Emotional Learning
13. Leadership Training/Stewardship
14. Enrollment
15. Facilities

Priority Categorization

The above 15 priorities were grouped into six focus areas:

- Academics: Curriculum, Achievement & Data (Blue cards: 8,9,10)
 - a. Curriculum/CKLA
 - b. Academic Achievement
 - c. Using Data Differentiation
- Finance and Enrollment (Green cards: 5, 14, 15)
 - a. Finance
 - b. Enrollment
 - c. Facilities
- Stable Board Governance (Yellow cards: 6)
 - a. Stable Board of Directors
- School Climate/Culture (Red cards: 1, 3, 11, 4)
 - a. School Climate/Culture
 - b. Class Size
 - c. Student/Staff Mindset
 - d. Satisfaction
- Community Outreach & Marketing (Purple cards: 7)
 - a. Community Outreach/Marketing
- Leadership & Learning (White cards: 2, 12, 13)
 - a. Habits of Learning
 - b. Social Emotional Learning
 - c. Leadership Training/Stewardship

Draft Goals

Members wrote draft goals for each of the above focus areas. They then worked in groups to identify the top goals for each area:

- Curriculum, Achievement & Data (Blue cards)
 - a. Provide staff working opportunities to examine cross-curricular use (not double teaching)
 - b. Academic Achievement
 - c. Using Data Differentiation
- Finance and Enrollment (Green cards)
 - a. Develop a balance budget and display fiscal transparency
 - b. Achieve a 20% fund balance within two years
 - c. Secure and relocate to a new forever home
 - d. Full enrollment in 3 sections in all grades within four years.
- Stable Board Governance (Yellow cards)
 - a. Review of policies annually
 - b. Ensure proper Board training
 - c. Continued transparency with school community
 - d. Maintain consistent and full board in compliance with our bylaws
- School Climate/Culture (Red cards)
 - a. Increase parent/student volunteering and school community involvement
 - b. Establish a desired class size and follow it.
 - c. Continued staff development on leadership growth mindset.
- Community Outreach & Marketing (Purple cards)
 - a. Develop and follow marketing plan, including digital marketing
 - b. Develop a Community Outreach plan, including service projects and interaction with local and state government
- Leadership & Learning (White cards)
 - a. Develop Leadership Accountabilities
 - b. Establish Leadership Strategies, Curriculum & Training
 - c. Create More Leadership Opportunities

Refining Goals for Strategic Planning

To be continued at a future date.

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