

**Woodbury Leadership Academy
Board of Directors Meeting Minutes
Annual Meeting
July 26, 2018**



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

Directors Absent: None

Administration/Advisors Present: Shawn Smith (Wildamere)

Others in Attendance: WLA parent, staff, former teacher

1. Call to Order and Roll Call

1.1 Call to Order

Ms Folks called the meeting to order at 5:55 PM.

1.2 Roll Call

Ms Baumann took roll call.

2. WLA Mission and Vision.

Ms Krejci read the WLA Mission and Vision Statements.

3. Approval of Agenda/Meeting Minutes

3.1 Approval of Agenda

Ms Krejci moved “to amend the agenda to change the heading to “Annual Meeting,” to change Item 7.3.1 to Accept Finance Committee Minutes, and to change Item 2. WLA Mission and Vision Presenter to Ms Krejci.” Seconded by Ms Skordahl. Motion passed unanimously.

3.2 Approval of June 26, 2018 Meeting Minutes

Ms Krejci moved “to approve the minutes from the WLA Board of Directors regular meeting held on June 26, 2018.” Ms Erickson seconded. Ms Krejci then moved to amend her motion and the agenda to state meeting minutes for meeting held on June 25, 2018.” Ms Erickson seconded the amended motion. 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

There was none.

Approved August 30, 2018

6. Facilities Administrative Committee Report

Ms Folks deferred this agenda item until Shawn Smith arrived.

7. Board and Administration Reports

7.1 Board Report

Ms Folks shared highlights from a MACS Board chair training she had attended.

7.2 Executive Director Report

Ms Folks highlighted several items in Ms Mortensen's written Board report: a parent organization will be established this fall, things being done to get the new building ready for school, changes in health and dental benefits for 2018-19, and website changes. Kacie Paine, WLA parent that is developing the new WLA website, presented a working model of the website to the Board.

7.3 Finance Committee Report

Ms Erickson reported the committee met on July 12 and reviewed insurance renewals, the playground and technology budgets, enrollment numbers and discussed staffing needs and cost. The next meeting is scheduled for August 9.

7.3.1 Financial Statements

Ms Erickson moved "to accept the Finance Committee minutes for July 12, 2018." Seconded by Ms George. Motion passed unanimously.

7.4 Governance Committee

Ms. Krejci reported the committee met on July 9 and revised 500 series policies that will be presented for second vote and revisions to the Governance Committee charge. The next regular meeting is scheduled for August 6.

7.4.1 Accept Committee Meeting Minutes

Ms Krejci moved "to accept the July 9 2018 Governance Committee minutes, to strike "up to four (4) members" from the Membership section of the Governance Committee Charge and the 2nd reading of:

- Policy 540 Student Dress, Appearance and Uniform with edits discussed,
- Policy 531 The Pledge of Allegiance, and
- Policy 541 Cell phones and Other Electronics Policy"

Ms Erickson seconded the motion. Motion passed unanimously.

Sean Smith arrived at 7:05.

Ms Folks directed the Board back to Item 6. Facilities Administrative Committee Report

Ms Folks reported that the Woodbury City Council had approved the operation of Woodbury Leadership Academy in the Globe Academy building. Mr Smith explained that at the July 25, 2018 meeting, the City Council had approved the Conditional Use Permit and the Amended Planned Unit Development Site and Building Plan for Project No. 04-2018-0031, subject to 15 conditions. A list of the conditions was distributed to Board members and discussed. Mr Smith is working with Administration to comply with the required conditions.

Approved August 30, 2018

8. Board Training/Discussion and Business

8.1 Board Training

Ms Krejci distributed copies of a Guide for Newly Elected Board Members and requested board members to review it before the next meeting.

8.2 Approval of additional hiring based on increased projected enrollment

Ms Folks stated that hiring is an administrative decision, but Dr Mortenson chooses to bring staffing decisions to the board for approval. There was discussion of current enrollment numbers, class sizes and staffing needs.

Library staff announced the library was closing in a few minutes at 8:00.

Ms Krejci motioned “to table agenda items 8.2 thru 8.9 until the next meeting. Ms Kelly seconded. Motion passed unanimously.

Ms Krejci motioned “to schedule a regular Board of Directors meeting on August 2, 2018 at 3:00 PM at WLA in conference room 8089. Motion seconded by Ms Erickson. Motion passed unanimously.

8.3 2018-2019 health/dental plan changes

Agenda item tabled until next meeting.

8.4 Employment agreements

Agenda item tabled until next meeting.

8.5 Playground Budget

Agenda item tabled until next meeting.

8.6 Revise 2018-2019 school calendar

Agenda item tabled until next meeting.

8.7 2018-2019 board calendar review

Agenda item tabled until next meeting.

8.8 Annual designations

Agenda item tabled until next meeting.

9. Board Communication and Future Items

9.1 Board Communication/Future Agenda Items - Reflection

Ms Folks stated that future items will include the agenda items tabled a this meeting.

10. Housekeeping Items

10.1 Next regularly scheduled WLA Board of Directors Meeting and Training

Ms Folks stated the next regular meeting is scheduled for August 2, 2018 at 3:00 at the new facility at 8089 Globe Drive, Woodbury, MN. The following scheduled meeting is August 30, 2018 at 4:30 PM at the same location.

10.2 Delegation of Public Comment

There was no public comment to delegate.

11. Adjournment

Approved August 30, 2018

11.1 Adjournment

Ms Krejci moved “to adjourn.” Ms Kelly seconded. Motion passed unanimously. The meeting adjourned at 8:05 PM.

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

Approved August 30, 2018