

Directors Onsite: Mandi Folks

Directors Attending Virtually: Jason Livingston, Ryan Patrick, Shelbi Pool, Natalie Sjoberg, Jolene Skordahl

Directors Absent: Shannon Kelly

Administration/Advisors Attending Virtually: Dr Kathleen Mortensen (Executive Director), Brenda Kes (BerganKDV), Dr Bruce Miles (Big River Group LLC)

Others in Attendance: WLA parents & staff

1. Meeting Call to Order and Roll Call

1.1 Meeting Call to Order

Ms Folks called the meeting to order at 5:30 PM.

1.2 Roll Call

Ms Baumann took roll.

2. WLA Mission and Vision

Mr Livingston read the WLA Mission and Vision Statements.

3. Approval of Agenda/Meeting Minutes

3.1 Approval of Meeting Agenda

Ms Sjoberg moved “to approve tonight’s meeting agenda, with the edit of next month’s meeting date from 2021 to 2022.” Mr Livingston seconded. A roll call vote was taken: Ms Folks, Mr Livingston, Mr Patrick, Ms Pool, Ms Sjoberg and Ms Skordahl voted for the motion; there were no votes against. Motion passed.

3.2 Approval of November 17, 2021 Meeting Minutes

Ms Sjoberg moved “to approve the meeting minutes from November 17, 2021.” Mr Patrick seconded. A roll call vote was taken: Ms Folks, Mr Livingston, Mr Patrick, Ms Pool, Ms Sjoberg and Ms Skordahl voted for the motion; there were no votes against. Motion passed.

4. Conflict of Interest Declaration

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

5. Public Comment

5.1 Delegation of Public Comment Items

There was no public comment.

6. Board and Administration Reports

6.1 Service Learning Showcase, Grade 3 and Grade 6

Ms Mortensen acknowledged Ms Sjoberg for coordinating the grade level service learning projects for the 2021-22 school year.

Ashlee Koerner introduced herself and the 3rd grade teacher team and shared 3rd grade’s service project was collecting toys to donate to St Paul Children’s Hospital. A video was shown in which students shared information about the toy drive, the collection of 556 toys which exceeded their goal, and ideas for next year’s drive. Toys were delivered by teachers to the hospital in early December.

6th grade teachers Ms Erickson and Mr Schreiner introduced themselves and described their students' letters of gratitude to veterans project. Students met with a veteran virtually and he shared his experience in the military with students, telling stories and showing pictures. After gaining an understanding of the military experience, students wrote letters of gratitude which were sent to "A Million Thanks," a non-profit that disburses the letters to veterans. Examples of letters written were shared with the board.

6.2 Board Report

Ms Folks explained open meeting law requirements for virtual Board meetings.

Ms Folks introduced Dr Bruce Miles from Big River Group LLC. Dr Miles provided information on his background and reviewed the strategic planning process outlined in the proposal included in the board packet. There was discussion. Ms Folks shared that several more proposals will be obtained prior to making a decision on how to proceed with strategic planning.

6.3 Executive Director Report

Ms Mortensen highlighted several items in the Director's Report included in the Board Packet:

- Enrollment for next year opened December 1 and is running at a pace similar to last year.
- Several teachers were acknowledged for their extra efforts or for starting new initiatives at WLA.
- Ms Mortensen requested changes to the academic calendar:
 - Document December 10 as a snow (non-school) day
 - Move Kindergarten Round-up to February 17
 - Move NWEA Map assessment days for Grades 1 and 2 to May 10-20
 - Change 3 student days to teacher work days to allow for additional planning/prep time: January 10, February 7 and April 4. Classes would be cancelled for all grades K-8 on January 10, and grades K-6 on Feb 7 and April 4. Grades 7 & 8 would be E-learning days on Feb 7 and April 4.

There was discussion. Ms Folks moved "to adjust the 2021-22 calendar to change December 10 to a snow day, change NWEA MAP testing for Grades 1 & 2 to May 10-20, add three additional non-student teacher work days, and change Kindergarten Round-Up to February 17." Seconded by Ms Pool. A roll call vote was taken: Ms Folks, Mr Livingston, Mr Patrick, Ms Pool, Ms Sjoberg and Ms Skordahl voted for the motion; there were no votes against. Motion passed.

6.4 Financial Director Report

Ms Kes reviewed the Executive Summary and November financial statements included in the Board packet. BerganKDV will prepare an Annual Report of bond covenants and submit to the Bond Trustee by December 31. Ms Kes also reviewed revenue and expenditure changes to the working budget made to adjust for current enrollment numbers, resulting in small net surplus in Fund 1 and deficit spending in Fund 4.

6.5 Finance Committee Report

Ms Skordahl reported the Finance Committee met and reviewed the November financial statements and the revised 2021-22 budget which Ms Kes presented to the Board for approval.

6.5.1 Accept December Finance Committee Minutes and November Financials

Ms Skordahl moved "to accept the November Financials and December Finance Committee minutes." Ms Folks seconded. A roll call vote was taken: Ms Folks, Mr Livingston, Mr Patrick, Ms Pool, Ms Sjoberg and Ms Skordahl voted for the motion; there were no votes against. Motion passed.

Ms Folks moved "to approve the updated 2021-22 budget with total revenues of \$6,838,546 and total expenditures of \$6,869,145." Seconded by Ms Skordahl. A roll call vote was taken: Ms Folks, Mr Livingston, Mr Patrick, Ms Pool, Ms Sjoberg and Ms Skordahl voted for the motion; there were no votes against. Motion passed.

6.6 Governance Committee Report

Ms Sjoberg reported the committee did a final review of policies 601, 603 and 609. Future policies to be reviewed include a Conduct Policy, continuing review of 600 series policies and a new policy for school district testing plan and procedures.

6.6.1 Accept December Governance Committee Minutes and enter Policy 601, Policy 603, and Policy 609 into Second Reading

Ms Sjoberg moved “to accept the December Governance Committee meeting minutes and enter

- Policy 601 School District Curriculum and Instruction Goals
- Policy 603 Curriculum Development, and
- Policy 609 Religion

into second reading.” Mr Patrick seconded. A roll call vote was taken: Ms Folks, Mr Livingston, Mr Patrick, Ms Pool, Ms Sjoberg and Ms Skordahl voted for the motion; there were no votes against. Motion passed.

6.7 Facilities Committee Report

Mr Livingston reported that the committee met and discussed the construction project completion date and the construction budget, which is on track. Ms Mortensen shared that touch up painting and floor waxing will be completed in the current building over winter break. She expressed the advantage of the gym expansion project be completed in mid-May to assist in marketing for next year’s enrollment.

6.7.1 Accept December Facilities Committee Minutes

Mr Livingston reported the December minutes will be included in next month’s board packet.

7. Board Training, Discussion and Business

7.1 Discussion on updating WLA’s Strategic Plan/Goals

Board members commented on Dr Miles proposal included as part of the Board report. Ms Folks shared that MSBA has been asked to present a proposal at a future meeting, and she and Mr Patrick are seeking a third potential consultant to propose on assisting with the strategic planning process.

7.2 ICT Team Update

Ms Folks shared that the ICT team continues to meet weekly. Cases increased after Thanksgiving break and Administration is anticipating an increase in students needing to be quarantined or families requesting distance learning after the return from Winter Break. No changes in mitigation policies at WLA at this time.

8. Board Communication & Future Items

8.1 Board Communication/Future Agenda Items – Reflection

There was discussion regarding the agenda and format for this year’s “Annual Meeting” scheduled for January. In the past, it was a separate meeting, but it was decided for this year to incorporate a presentation along with regular business in the January meeting. In future years, the Annual Meeting may be incorporated with another school wide event, such as the Enrollment Showcase.

9. Housekeeping

Next scheduled WLA Board of Directors Meeting

Ms Folks stated the January meeting of the WLA Board of Directors will be the Annual Meeting. It will be held onsite at 8089 Globe Drive on Wednesday, January 26, 2022 at 5:30 PM. The meeting will also be live streamed.

10. Adjournment

Ms Skordahl moved “to adjourn.” Ms Sjoberg seconded. A roll call vote was taken: Ms Folks, Mr Livingston, Mr Patrick, Ms Pool, Ms Sjoberg and Ms Skordahl voted for the motion; there were no votes against. Motion passed. The meeting adjourned at 7:48 PM.

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