

Directors Present: Mandi Folks, Shannon Kelly, Ryan Patrick, Shelbi Pool, Natalie Sjoberg, Jolene Skordahl

Directors Absent: Jason Livingston

Advisors Present: Dr Kathleen Mortensen (Executive Director)

Advisors Virtual: Kylie Griffith (District Assessment Coordinator), Bridget Merrill-Myhre (BerganKDV)

Others in Attendance: WLA staff

Meeting was live streamed for viewing and posted to the WLA website.

1. Meeting Call to Order and Roll Call

1.1 Meeting Call to Order

Ms Folks called the meeting to order at 5:35 PM.

1.2 Roll Call

Ms Folks took roll.

2. WLA Mission and Vision

Ms Mortensen read the WLA Mission and Vision Statements.

3. Approval of Agenda/Meeting Minutes

3.1 Approval of Meeting Agenda

Mr Patrick moved “to approve tonight’s meeting agenda, with the edit of the title from annual to regular meeting.” Ms Kelly seconded. Motion passed unanimously.

3.2 Approval of January 26, 2022 Meeting Minutes

Ms Kelly moved “to approve the January 26 Board of Directors meeting minutes.” Ms Skordahl seconded. Motion passed unanimously.

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, Gr 2

The second grade teachers introduced themselves and shared a power point of their grade level project. Students began with learning the concept of humanity, then reading a story about kindness and humanity, discussing ways to show humanity, and finally, utilizing their writing skills to share kindness in letters to residents at a local nursing home. Several example letters were shared.

6.2 Board Report

At Ms Folks request, Ms Skordahl updated the Board on the process of selecting an owl mascot logo. A Design Committee was formed and engaged an online graphics crowd-sharing service to obtain design options. An artist was selected and six variations of the design were prepared. Ms Skordahl shared the

design variations under consideration. WLA will own the copyrights to the final design. There was discussion of the uses of the logo.

Ms Skordahl moved “to allow the PTO to use the logo design selected by the Design Committee.” Ms Kelly seconded. Motion passed unanimously.

6.3 Executive Director Report

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

- Students will be allowed to change learning models for Trimester 3.
- A meeting was held with Woodbury officials regarding possible shared use of WLA facilities, both indoor and outdoor, with the city and other organizations.
- In the process of obtaining a proposal for a playground in the graveled area across from the parking lot.
- A draft 2022-23 calendar is included in the Board Packet for Board approval. Childcare options on non-school days were discussed.
- Working with Special Education staff to plan space and staffing needs for next year.
- Kindergarten Roundup was held virtually on January 17th.
- Fieldtrips are starting up again.
- Ms Griffith shared an overview of MAP testing, timing and purpose. She presented results from winter MAP testing and iReady Math testing. She described how data collected will be used by teachers and how the information relates to MCA tests which will be taken in the Spring.

6.4 Financial Director Report

Ms Merrill-Myhre reviewed the January Executive Summary and financial statements in the Board Packet, noting ADM drives state aid and actual ADM continues on target with budgeted ADM. The year is 58% complete, year-to-date revenues received are at 58% of budget and year-to-date expenses disbursed are at 54%, so overall, the school is on track with the budget. She pointed out the financial dashboard and visual graphs highlighting enrollment and financial trends.

Finance Committee Report

Ms Skordahl reported the Finance Committee met and reviewed the January financial statements.

6.5.1 Accept February Finance Committee Minutes and January Financials

Ms Skordahl moved “to accept the February Finance Committee meeting minutes with correction of the next meeting date to March 16, and the January financials.” Mr Patrick seconded. Motion passed unanimously.

6.6 Governance Committee Report

Ms Sjoberg reported that the Committee did not meet in February. The next meeting date has been moved to March 3, 2022.

6.7 Facilities Committee Report

Ms Folks reported the Committee met and reviewed the progress of the expansion project which remains on budget. The expected occupancy date is early June, but hope to obtain permission to give limited tours of the building in mid-May. Stage, theatre and sound decisions were finalized. Inside and outside signage decisions will be worked on next. The March meeting will be March 16th.

6.7.1 Accept February Facilities Committee Minutes

Ms Folks moved “to accept the February Facilities meeting minutes.” Ms Skordahl seconded. Motion passed unanimously.

7. Board Training, Discussion and Business

7.1 2022-2023 School Calendar

Ms Folks motioned “to approve the 2022-23 school calendar.” Mr Patrick seconded. Motion passed unanimously.

7.2 Discuss candidate for open teacher BOD seat

Ms Folks shared that the teacher that had expressed interest in applying for the open Board member seat has been interviewed. She reviewed the process and rubric included in the Board Packet that was used to interview and determine if the candidate would be recommended for appointment. Ms Sjoberg and Ms Skordahl shared feedback from the interview and recommended Julie Ohs be appointed to the open seat. Ms Skordahl motioned “to appoint Ms Ohs to the open teacher position on the Board of Directors.” Ms Sjoberg seconded. Ms Folks, Ms Kelly, Ms Pool, Ms Sjoberg, and Ms Skordahl voted for the motion. Mr Patrick abstained. Motion passed.

Ms Ohs joined the Directors at the table and introduced herself to the Board.

7.3 Strategic Planning Timeline

Ms Folks reviewed the Big River Group strategic planning timeline included in the Board Packet. He will be reaching out to each Board member for an interview. A survey of two questions will be sent to stakeholders, including older students. Open stakeholder sessions will be held after the survey results are summarized. There was discussion of the timeline, the process and the survey. A third question will be recommended to be added to the survey.

7.4 School Communication

Mr Patrick stated he had requested this agenda item be added for clarification on methods used for official communication by WLA, and what is appropriate communication for Board members, especially regarding Social Media sites. Ms Mortensen directed Directors to the WLA Communication Toolbox included in the Directors’ Report in the Board Packet, which outlined various avenues of communication used by the school and uses of each. There was discussion.

Ms Sjoberg shared that the Governance Committee plans to draft a Conduct Policy for Board and potentially Staff. She will bring the topic of communication to the Committee to consider including in the policy.

7.5 ICT Team Update

Ms Folks shared the ICT team continues to meet weekly and has recommended optional masking at WLA beginning on February 28th. This has been communicated and there has not been much feedback from families. Masks will continue to be required on school buses.

8. Board Communication & Future Items

8.1 Board Communication/Future Agenda Items – Reflection

Ms Mortensen reflected that she enjoys working with the Board and appreciates the hard work they do.

9. Housekeeping

Next regularly scheduled WLA Board of Directors Meeting

Ms Folks stated the next regular meeting of the WLA Board of Directors will be onsite at 8089 Globe Drive on Wednesday, March 23, 2022 at 5:30 PM.

10. Adjournment

Ms Sjoberg moved “to adjourn.” Ms Kelly seconded. Motion passed unanimously. The meeting adjourned at 7:52 PM.