

Directors Present: Mandi Folks, Jason Livingston, Shelbi Pool, Natalie Sjoberg, Jolene Skordahl

Directors Absent: Shannon Kelly

Administration Present: Dr Kathleen Mortensen (Executive Director)

Advisors Virtual: Bridget Merrill-Myhre (BerganKDV), Bruce Miles (Big River Consulting)

Others in Attendance: WLA staff & parents

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 5:30 PM.

1.2 Roll Call

Ms Baumann took roll.

2. WLA Mission and Vision

Ms Pool read the WLA Mission and Vision Statements.

3. Approval of Agenda/Meeting Minutes

3.1 Approval of Meeting Agenda

Ms Pool “to approve the agenda for the April 27, 2022 Board meeting.” Ms Ohs seconded. Motion passed unanimously.

3.2 Approval of March 23, 2022 Meeting Minutes

Ms Sjoberg moved “to approve the March 23, 2022 meeting minutes with the edit of Ms Ohs being in attendance.” Ms Ohs 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 Board Report

Ms Folks reported that a complaint has been filed with VOA in regards to circumstances related to the removal of a Board member at the last meeting. Information from the complainant and from the Board is being reviewed. Ms Folks will report the results to the Board once the investigation is completed.

6.2 Financial Director Report

Ms Merrill-Myhre reviewed the March Executive Summary in the Board packet, noting actual ADM is on target with the working budget. The General Fund is projected to end with a small surplus, and the Community Service Fund has a spend down of \$36,000 of its fund balance. The cumulative fund balance is projected to be 27% of expenditures at year end. The year is 75% complete and revenues are at 75% and expenditures are at 71% of the working budget. BerganKDV has been working with Administration to prepare the 2022-23 budget and will present it for Board approval at the May meeting.

7. Board Training, Discussion and Business

7.1 Elections Committee Call for Nominations

Ms Sjoberg reviewed the Board election process, timing and self-nomination form. An email will be sent to WLA staff and parents/guardians on April 28th announcing the election and a call for nominations, with a submission deadline of May 13th. Voting will take place online from May 23rd to May 27th and winners will be seated at the June meeting.

7.2 Strategic Planning

Mr Bruce Miles from Big River Group lead the Board through the steps of Strategic Planning:

Information Gathering

Mr Miles summarized steps in the strategic planning process that have been completed:

- A pre-planning survey of two open-ended questions was sent to 3 groups: Employees, Community (parents/guardians) and Students.
- Listening sessions were held with each of the 3 groups: Employees, Community (parents/guardians) and Students.

Mr Miles reviewed a summary of common trends from each of the surveys and listening sessions. Participants in the listening sessions voted on the trends to categorize them in either the school's long term vision or in the school's short-term priorities.

Mr Miles shared that the information gathered was for the purpose of "advisory information" for the Board to consider in developing Priorities (Front-Burner Items), stating the Board has ultimate decision making authority.

Development of a Vision Statement

This step was not necessary since WLA has a Vision Statement (Who We want to Be).

Development of Priorities (near-term goals)

Mr Miles defined priorities as goals to meet to assist the school in moving towards the vision. Board members divided into two small groups of three and worked for 30 minutes to identify items they considered short-term priorities for WLA. Each group presented their priority list to the full Board. Each Board member then voted on what they considered the top three priorities for the school. Based on the number of votes, five near-term priorities (goals) were identified:

- Destination School: Safe, Healthy & Secure Learning Environment
- Sustainable Growth
- Strong Academic Achievement
- Community Building: Clubs & Activities
- Maintain Fiscal Responsibility

Development of Benchmarks

Mr Miles defined benchmarks as expected outcomes (what do we want to accomplish). Board members identified expected outcomes for each of the priorities. From these benchmarks, Administration will develop a blueprint on how to achieve these outcomes and bring the plan to the Board in May for approval. Benchmarks identified are as follows:

Destination School:

- Waitlist in every grade level
- High academic achievement
- Meeting standards to be named a Core Knowledge School of Distinction
- Demonstrated School Pride
- Students proud to attend WLA & staff proud to work here

- Feels like a “well-oiled” machine – welcoming, safe & secure
- Nutritionally healthy & overall health

Sustainable Growth:

- Adding a preschool (& make sure that it is sustainable)
- Balance of fiscal growth & operational excellence
- Plan for if & when to expand to High School (one grade level at a time?)
- Do not sacrifice quality for quantity
- Revise organizational chart as we expand
- Strong marketing plan

Strong Academic Achievement:

- Consistent curriculum
- Curriculum mapping
- Training, coaching & support for teachers as they support students
- Measures of student achievement (above state averages)
- Leadership curriculum
- Consistent enhancement, integration & implementation of our leadership curriculum
- Progress here clearly distinguishes us from other schools
- Methods to ID distinguished staff & accomplishments on our website?

Community Building: Clubs & Activities

- Return to pre-Covid level of events & activities
- Family-based activities
- WLA community members are connected enough so that we feel like a “small school” as a result of activities and events
- Activities designed to meet diverse needs of our students & families (survey results)
- Use of our facilities by other outside groups(?)
- Staff remuneration increased through other opportunities to teach & lead

Maintain Fiscal Responsibility:

- Meet or exceed fiscal metrics required by Authorizer (VOA)
- Create & maintain a strong fund balance (VOA guidelines)
- Getting teachers what they need to run a highly successful program
- Encourage staff to submit budgets to cover unanticipated personal expenses
- Meet or exceed bond covenants
- Need to continue growth to fund operational needs

Mr Miles recommended Administration report on the status of these priorities and benchmarks at each Board meeting.

Prioritize Future Work

The final step in tonight’s planning process was to prioritize future work into three categories:

Implementing (Priorities – this is where time, money and resources will be focused)

- Destination school: safe, healthy & secure learning environment
- Sustainable growth
- Strong academic achievement
- Community building: clubs & activities
- Maintain fiscal responsibility

Reviewing (Items to investigate - but not to spend a lot of time or energy on)

- HR market rate analysis
- Review & create updated, clear bullying policy
- Staff satisfaction & wellness data
- Hot lunch

Considering (Other Items - don't want to forget, but don't spend resources at this time)

- Continue to assess & meet student needs re: technology through a technology plan
- Continue to ID ways to celebrate diversity
- Marketing (that also engages community)
- Pre-K: Design & implementation
- Plan for expansion of clubs & activities
- Continue review of preliminary test scores

Mr Miles stated that prioritization of items between these three categories is fluid and may change as circumstances change.

Mr Miles suggested the Board work on priorities at Board meetings and touch on the reviewing items during working sessions. Ms Folks stated that the WLA Board typically does not hold working sessions. There was discussion on Board meetings vs working sessions and ideas to make Board meetings more efficient and productive. Mr Livingston suggested a member of Student Parliament attend each Board meeting to present the "state of the school."

Mr Miles also suggested doing a Board "check-up." Ms Folks shared that each year Board members do a self-evaluation to determine how the Board is doing.

8. Board Communication & Future Items

8.1 Board Communication/Future Agenda Items – Reflection

Ms Folks reflected that tonight's meeting primarily addressed strategic planning and regular Board business was not discussed. April Board business can be tabled to the next meeting at the end of May, or an additional Board meeting could be added. There was discussion and it was decided to add another meeting on May 11th to complete regular April business.

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 held on Wednesday, May 11, 2022 at 5:30 PM, followed by a second meeting in May on the 25th at 5:30 PM. Meetings will be onsite at 8089 Globe Drive and will be live streamed for viewing and posted to the WLA website.

10. Adjournment

Ms Ohs moved "to adjourn." Ms Skordahl seconded. Motion passed unanimously. The meeting adjourned at 8:10 PM.

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