



Meeting: Board of Directors Regular Meeting

Date: Thursday, March 23rd, 2023

Time: 5:30 P.M.

Location: WLA, 8089 Globe Drive, Woodbury, MN 55125

AGENDA

1. Meeting Call to Order and Roll Call (Shelbi Pool, Board Chair)

1.1 Meeting Call to Order

1.2 Roll Call (Casidee Schrandt, Board Clerk)

2. WLA Mission and Vision (Natalie Sjoberg)

- a. The mission of WLA is to utilize leadership-based programs and strategies grounded in solid research, combined with the demonstrated success of Core Knowledge Curriculum as a basis of a rigorous overall educational program that builds strong skills in math, reading, literature, writing, music, science, and technology
- b. The vision of WLA is to be a school where students and graduates become exceptional leaders and are prepared to take on the academic and leadership challenges they will face in high school and beyond.

3. Approval of Agenda/Meeting Minutes (Presenter: Shelbi Pool, Board Chair)

3.1 Approval of meeting agenda

Motion: _____ 2nd: _____ Vote: _____

3.2 Approval of February 27th, 2023 Meeting Minutes

Motion: _____ 2nd: _____ Vote: _____

4. Conflict of Interest Declaration (Presenter: Shelbi Pool, Board Chair)

5. Public Comment (Presenter: Shelbi Pool, Board Chair)

5.1 Delegation of Public Comment Items (if necessary)

6. Board and Administration Reports

6.1 Board Report (Shelbi Pool)

6.2 Director Report (Dr. Mortensen)

6.3 Financial Director Report (BerganKDV)

6.4 Finance Committee Report (Jolene Skordahl)

6.4.1 Approve February Financials and March Finance Committee Minutes

Motion: _____ 2nd: _____ Vote: _____

6.5.1 Approve Amended Budget

Motion: _____ 2nd: _____ Vote: _____

6.5 Governance Committee Report (Shelbi Pool)

6.5.1 Accept March Governance Committee Minutes, and enter policies 510, 206, and 208 into second reading

Motion: _____ 2nd: _____ Vote: _____

6.6 Facilities Committee Report (Julie Ohs)

7. Board Discussion and Business (Presenter: Shelbi Pool, Board Chair)

7.1 Merger Update (Dr. Mortensen)

8. Board Communication & Future Items (Presenter: Shelbi Pool, Board Chair)

8.1 Board Communication/Future Agenda Items- Reflection

9. Housekeeping (Presenter: Shelbi Pool, Board Chair)

WLA Regular Board of Directors Meeting

Date: Thursday, April 27th, 2023

Time: 5:30pm

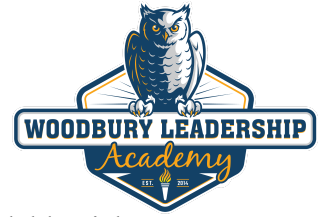
Location: WLA, 8089 Globe Drive, Woodbury, MN 55125

10. Adjournment (Presenter: Shelbi Pool, Board Chair)

Adjournment

Motion: _____ 2nd _____ Vote: _____

**Woodbury Leadership Academy
Board of Directors Meeting Minutes
February 27, 2023**



Directors Present: Mandi Folks, Julie Ohs, Shelbi Pool, Ryan Sheak, Jolene Skordahl, Rich Washington

Directors Absent: Natalie Sjoberg

Administration Present: Dr Kathleen Mortensen (Executive Director)

Advisors Virtual: BerganKDV

Others in Attendance: Several WLA 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. Pool called the meeting to order at 5:31 PM.

1.2 Roll Call

Ms. Schrandt took roll.

2. WLA Mission and Vision

Ms. Folks read the WLA Mission and Vision Statements.

3. Approval of Agenda/Meeting Minutes

3.1 Approval of Meeting Agenda

Ms. Folks moved “to approve the February 27, 2023 meeting agenda.” Ms. Ohs seconded. Motion passed unanimously.

3.2 Approval of January 26 Meeting Minutes

Ms. Skordahl moved “to approve the January 26, 2023 meeting minutes.” Ms. Folks seconded. Mandi Folks, Julie Ohs, Ryan Sheak, Jolene Skordahl, Rich Washington voted yes. Shelbi Pool abstained. Motion passed.

4. Conflict of Interest Declaration

Ms. Pool 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

A couple parents of WLA made comments on the topic of the possible merger.

6. Board and Administration Reports

6.1 Board Report

Ms. Pool thanked the audience for their public comments from the last Board meeting appreciating the continued time and effort they give. Ms. Pool welcomed back Board member Ryan Sheak for his return.

6.2 Director Report

Ms. Mortensen discussed the Director Report. A few highlights from the report that Ms. Mortensen touched on were:

- Appreciated public comments and looking forward to the information that will be given to the Board tonight.
- Many events this month including the Royal Ball and Kindergarten Round Up.
- Merger information will be updated weekly on the school website
- School calendar has been added in report for approval for the 2023-2024 school year

6.3 Financial Director Report (BKDV)

Ms. Kes reviewed the January 2023 Executive Summary in the Board packet, noting the actual ADM is 686. The school currently has 110 days' cash on hand which is well above the requirement. The year is 58% complete, revenues are at 58.6% and expenditures disbursed are at 53.5% of the reporting period. Ms. Kes reviewed the January Financial Dashboard, Financial Statements, Contracted Services Report, and Supplemental Reports, explaining significant items in each of the reports.

6.4 Finance Committee Report

Ms Skordahl reported that the Finance Committee met on February 8th. During this meeting, the committee reviewed financial statements for January 2023. There was a lengthy discussion on bond holding and what would happen if the merger happened. The committee meeting changed to March 15 due to Spring Break.

6.4.1. Accept January Financials and February Finance Committee Minutes

Ms. Skordahl motioned "to approve January Financial Statements and February Finance Committee Minutes." Ms. Folks seconded the motion. Motion passed unanimously.

6.5 Governance Committee Report

Ms. Pool reported the Governance Committee met February 9th and discussed several policies. The Committee also discussed handbooks and updating them to have them available digitally.

6.5.1. Accept February Governance Committee Minutes, enter policies 521, 533, 203, 203.2, 203.5, and 203.6 into second reading.

Ms. Pool motioned "to approve February Governance Committee Minutes." Mrs. Skordahl seconded. Motion passed unanimously.

6.6 Facilities Committee Report

Ms. Ohs reported that the Facilities Committee met and discussed where documents are and how to find information. Ms. Ohs will now be preparing the meeting minutes moving forward.

7. Board Discussion and Business

7.1 Approve 2023-24 School Calendar

Ms. Folks made a motion to "approve the 2023-24 school calendar." Ms. Ohs seconded. Motion passed unanimously.

7.2 Merger Update

Dr. Mortensen presented on the “Potential Merger Between WLA & MSA presentation” that gave information on the merger's strategic rationale and comparing the two schools. The presentation also reviewed teacher survey results regarding the potential merger. Lastly, the school merger process was displayed. There was some discussion regarding the goals of the merger committees. The Board discussed addressing comments that were made at the MSA Board meeting regarding WLA and wanting them to clarify their comments and their meanings behind it. The Board reviewed the facility options if there was a merge. The Board opened the meeting for the audience to make comments regarding the merge and give some opinions.

8. Board Communication & Future Items

8.1 Board Communication/Future Agenda Items

Touched on during the merger update.

9. Housekeeping

WLA Annual Board of Directors Meeting

Date: Thursday, March 23rd, 2023

Time: 5:30pm

Location: WLA, Room 117, Building A – 8089 Globe Drive, Woodbury, MN 55125

10. Adjournment

Ms. Folks motioned “to adjourn tonight’s meeting.” Ms. Ohs seconded the motion. Motion passed unanimously. The meeting adjourned at 6:54 PM.

Minutes drafted by Casidee Schrandt, Board Clerk (non-Board member); submitted by Mandi Folks, Board Secretary.

WOODBURY LEADERSHIP ACADEMY
DIRECTOR REPORT
MARCH 23, 2023
Dr. Kathleen Mortensen

I. Organizational Leadership

- The Facilities Committee postponed their meeting until March 28th
- The Governance Committee met on March 9th
- The Finance Committee met on March 8th
- Dr. Mortensen also met with Brenda Kes (BKDV) on February 27th, and March 2nd
- ADM as of March 17th is 674
- An adjustment is needed to the 2022-2023 school calendar to specify flex learning days for grades 7 & 8.

II. Instructional Leadership

- As per our recent Strategic Planning session, “WLA intends to become a respected destination school in the area, and known nationally as a Core Knowledge School of Distinction.”
 - A teacher grading day was held on March 13th
 - Teacher recommendations for summer school will go out to parents the last week on March.

III. Financial Management

- Another item that arose during our Strategic Planning session was to “*Exercise fiscal responsibility while maintaining quality facilities, ensuring competitive staff pay, and appropriating the necessary instructional and operational supplies.*”
 - We are continually adjusting our budget to meet our financial targets.
 - We are meeting with the YMCA on March 23rd to discuss continued use of our facilities, and our ongoing partnership with the Y-Care program for our families
 - We are gathering bids from school food service catering companies in order to provide food service beginning in September, 2023!
 - We are also gathering all of the special education contractor agreements which will be presented at the April board meeting. We are not expecting any significant changes and intend to continue services with the special education partners that we have partnered with for years
 - Finally, we are gathering proposals for landscaping, snowplowing, window washing, evening custodial services, pest control, HVAC, and other contractors. Again, we hope to maintain many of the agreements that are already in place, and we will be presenting agreements at the April board meeting

IV. Human Resource Management

- We have hired April Huntington as a new paraprofessional.
- We have hired Ann Polachek as a substitute teacher.
- Brianna Shirley, a former 1st grade teacher at WLA, who has been working as a special education teacher this year, has resigned from her position.

- Satisfaction surveys went out to all staff members regarding administrative team members. Overall the results were good, but there are things that each administrative team staff member will be reflecting on, and addressing.
- Satisfaction surveys for our families in regard to how our WLA teachers are doing will be sent out the week of March 20th.

V. Provision for a Safe and Effective Learning Environment

- We have resumed the last of our drills for the year now that the weather is a bit better. We had a lock-down drill on March 20th, and a fire drill on March 22nd.

VI. Communications Management

- Yet another goal set during our Strategic Planning session was to *“Provide a safe and healthy learning environment that celebrates our diversity and builds community.”*
 - Parent-Teacher Conferences were held March 2-3
 - Grades 7 & 8 will be attending the Science Museum on March 24th
 - Grade 3 will be attending the MN History Center on March 31st
 - March has been a busy month with:
 - Merger Committee meetings on February 28th, March 1st, 14th, and 15th
 - COW Music Classes
 - Piano Lessons
 - Choir
 - Battle of the Books
 - Violin Lessons
 - Guitar Lessons
 - Percussion Lessons
 - Art Classes
 - Drawing Classes
 - City of Woodbury Community Education Classes



**Woodbury Leadership Academy
Woodbury, MN
District 4228**

Financial Statements

February 28, 2023

**Woodbury Leadership Academy
Woodbury, MN
February 28, 2023 Financial Statements**

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These financial statements are prepared in a modified format in that they exclude footnotes and required supplementary information in order to be considered a full set of financial statements. The excluded portions will be included in the fiscal year end audited financial statements. The accompanying financial statements of the School were not subjected to an audit, review, or compilation engagement by BerganKDV and, accordingly, we do not express an opinion, a conclusion, nor provide any assurance on them.

**Woodbury Leadership Academy
Woodbury, Minnesota
February 2022 Financial
Statements Executive Summary**

Summary of Key Financial Indicators

- * Average Daily Membership (ADM) Overview –
 - Original Budget: 724 ADM
 - Working Budget: 669 ADM
 - Actual: 672

- * The school's budgeted surplus in General Fund for the year is \$255,630. The school is budgeting to spend \$7,500 out of the Community Service Fund. A projected cumulative fund balance of \$2,263,747 or 29% of expenditures at fiscal year-end.
- * The School's working budget is projecting a surplus of \$302,845 at fiscal year-end.
- * Projected Days of Cash on Hand is 106 days of annual expenditures. This is above 45 days meets minimum bond covenants.

Financial Statement Key Points

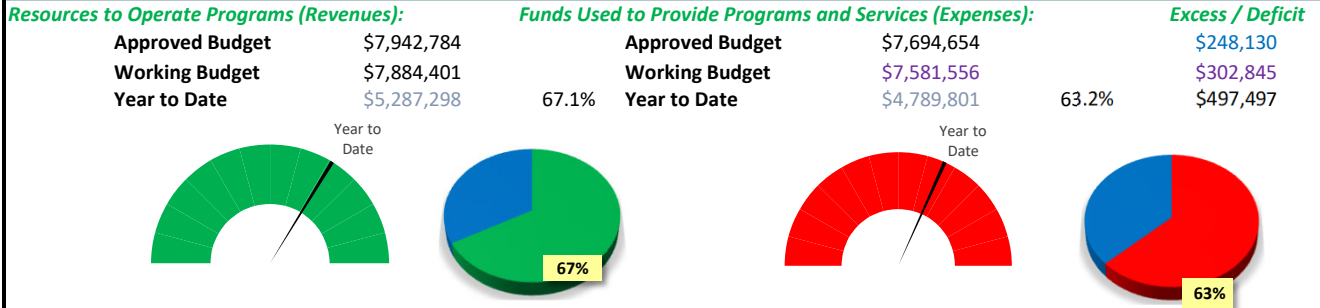
- * As of month-end, 67% of the year was complete.
- * Cash Balance as of the reporting period is \$2,209,919 down from \$2,287,307 in the previous month due to additional holdback payments.
- * State Aids Receivable 21-22 balance is -\$7,914 as of the reporting period. The final amounts will be reconciled this spring.
- * Revenues received at end of the reporting period – 67.1% of working budget.
- * Expenditures disbursed at end of the reporting period – 63.2% of working budget.

Other Items

- * Working budget reflects adjustments through February and we will use these changes to recommend the revised budget at the March board meeting.
- * 990 tax return will be prepared in the next couple of months.
- * Legislative updates: Gov. Walz is requesting state aid formula increase of 5% in fy 23-24 and 2% in fy 24-25. Also some discussions about all free lunch for all schools.
 - We should know the final vote by the end of May or June.

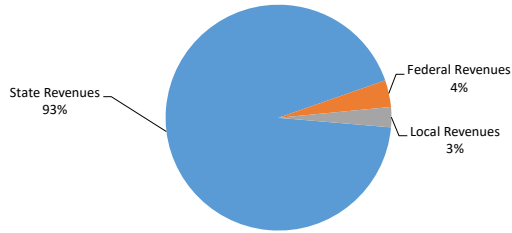
Woodbury Leadership Academy
Woodbury, MN
Financial Statements Dashboard
February 28, 2023

Financial Summary - Budgeted Amounts and Year to Date Activity

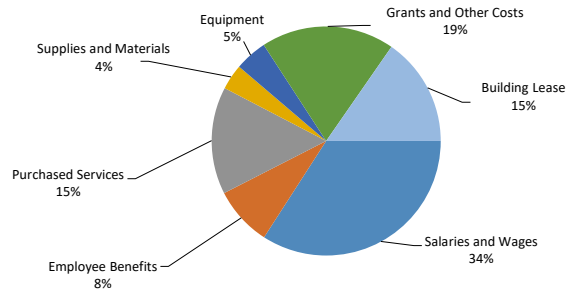


Budgets for the Year

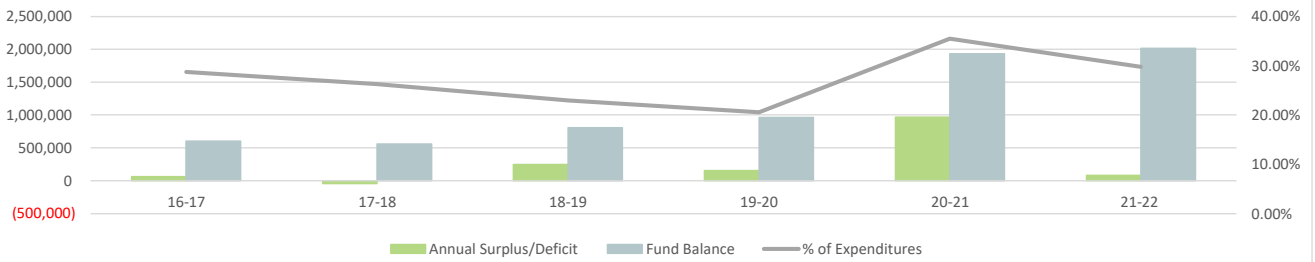
Where funds will come from to operate the school:

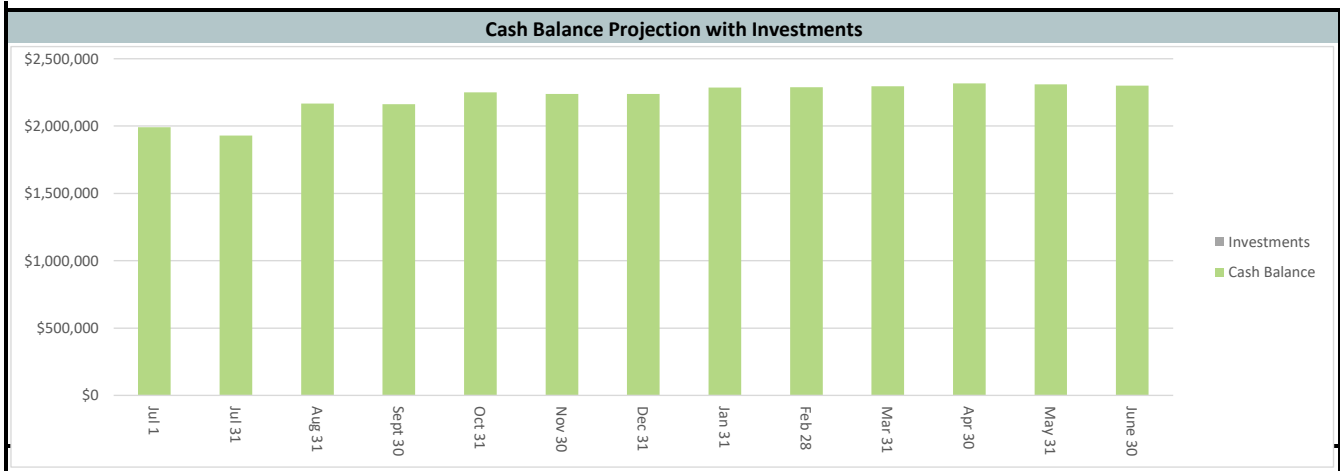
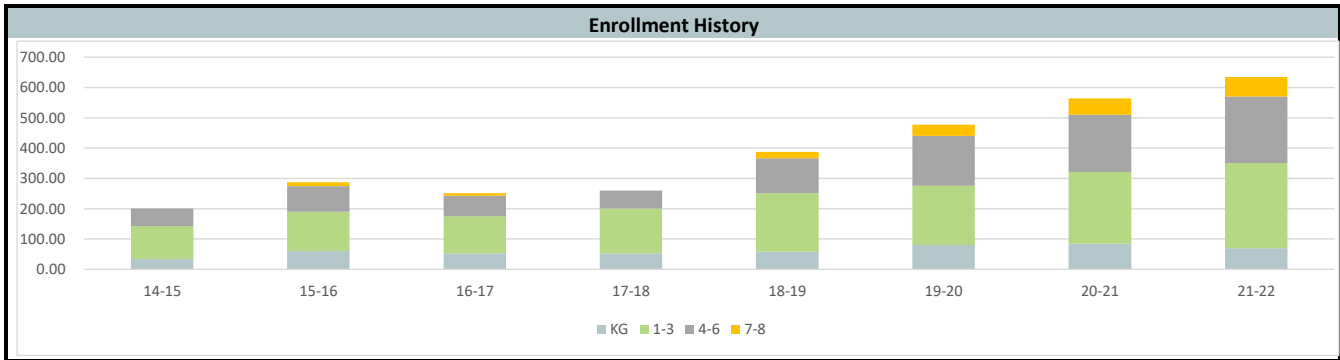
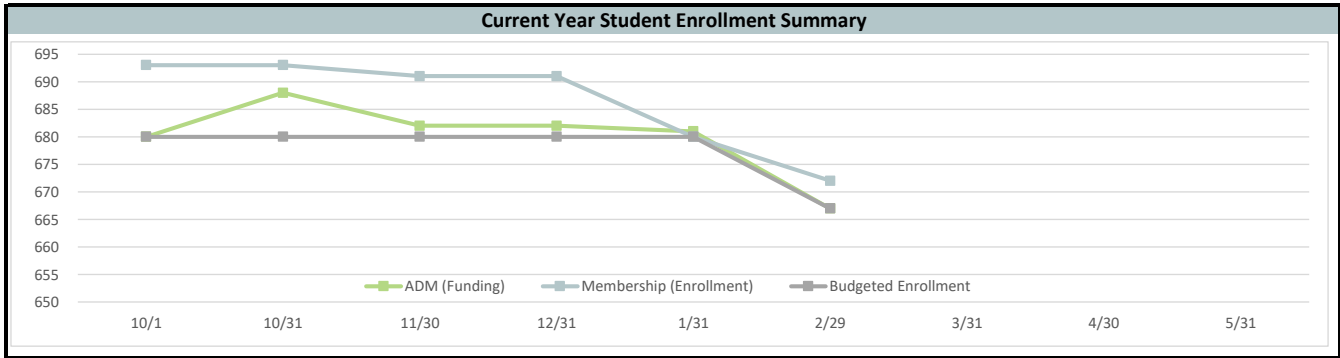
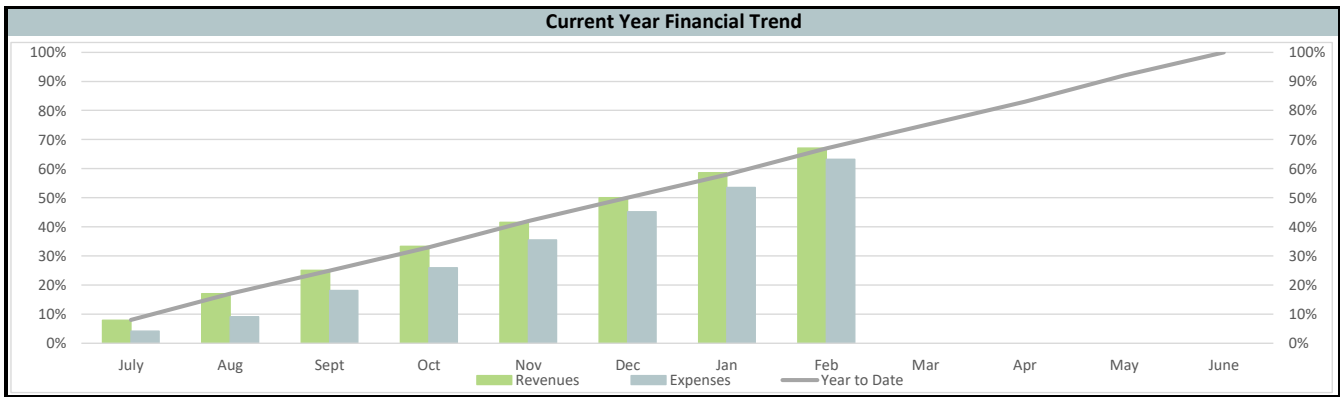


How the money is budgeted to be spent:



Fund Balance History





Woodbury Leadership Academy
Woodbury, MN
Balance Sheet
February 28, 2023

	Audited Balance June 30, 2022	Ending Balance
Assets		
Cash and Investments	\$ 1,992,176	\$ 2,209,919
Accounts Receivable	-	-
Due from Other Funds	93,744	68,214
State Aids Receivable	301,277	(7,914)
Current Year State Holdback Receivable		274,786
Federal Aids Receivable	107,781	128,841
Prepaid Expenses and Deposits	24,228	4,436
Payroll Deductions and Contributions (Prepaid)	-	-
	<hr/>	<hr/>
Total All Assets	\$ 2,519,206	\$ 2,678,281
Liabilities and Fund Balance		
Current liabilities		
Salaries and Wages Payable	\$ 206,350	\$ 155,225
Accounts Payable	124,767	-
Payroll Deductions and Contributions (Owed)	172,473	9,943
Total current liabilities	503,589	165,167
Fund balance		
Fund balance 07-01-2022	\$ 1,932,193	\$ 2,015,617
Net income to date fy 22 & 23	83,424	497,497
Total fund balance	2,015,617	2,513,114
	<hr/>	<hr/>
Total liabilities and fund balance	\$ 2,519,206	\$ 2,678,281
<i>Current Days of cash on hand</i>		106

Woodbury Leadership Academy
Woodbury, MN
Statement of Revenues and Expenditures
February 28, 2023

Months: 8 0.67%

FY 2023 Original Budget 724 ADM 743 PU	FY 2023 Working Budget 669 ADM 687 PU	Year to Date Activity	Percent of Budget	Working Budget Changes
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General Fund - 01

Revenues

State Revenues

General Education Aid	\$ 5,558,815	\$ 5,147,137	\$ 3,876,789	75.3%	(411,678)
Charter School Lease Aid	976,302	902,387	323,040	35.8%	(73,915)
Long Term Facilities Maintenance Aid	98,076	90,651	-	0.0%	(7,425)
Literacy Incentive Aid	51,336	64,307	32,154	50.0%	12,971
School Land Trust Endowment Aid	23,610	28,964	14,482	50.0%	5,354
Special Education Aid + Adsis	894,101	1,020,472	314,695	30.8%	126,371
Prior Year Adjustments	-	100,000	100,000	100.0%	100,000
Estimated State Holdback Amount	-	-	274,786	-	-00
Total State Revenues	7,602,240	7,353,918	4,935,945	67.1%	(248,322)

Federal Revenues

Federal Title I, II, V	31,055	38,062	38,062	100.0%	7,007
Federal Special Education	81,899	81,899	18,185	22.2%	-00
Federal ARP Summer, 150	17,606	17,606	400	2.3%	-
Federal ESSER II, 155	-	-	-	-	-00
Federal ESSER III, 160	11,521	11,521	7,668	66.6%	-00
Federal ESSER III, 161	19,021	19,021	-	0.0%	-00
Federal ESSER Summer Learning, 163	-	8,035	8,035	100.0%	-
Federal Testing Grant, 170	-	4,661	4,661	100.0%	4,661
Federal ESSER III, 169	122,442	122,442	56,207	45.9%	-00
Total Federal Revenues	283,544	303,247	133,217	43.9%	11,668

Local Revenues

Fees from Students	31,600	42,600	42,412	99.6%	11,000
Medical Assistance	2,400	7,075	7,075	100.0%	4,675
Interest Earnings	1,000	50,518	40,992	81.1%	49,518
Contributions and Gifts, Give to the Max	20,000	20,000	15,408	77.0%	-00
Contributions PTO offset with expense	2,000	30,000	28,000	93.3%	28,000
Miscellaneous Revenues- excel, wexford	-	77,044	83,779	108.7%	77,044
Sale of Merchandise/Fundraising	-	-	470	-	-00
Total local revenues	57,000	227,236	218,135	96.0%	170,236

Total Revenues	\$ 7,942,784	\$ 7,884,401	\$ 5,287,298	67.1%	(58,383)
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Woodbury Leadership Academy
Woodbury, MN
Statement of Revenues and Expenditures
February 28, 2023

Months: 8 0.67%

	FY 2023 Original Budget 724 ADM 743 PU	FY 2023 Working Budget 669 ADM 687 PU	Year to Date Activity	Percent of Budget	Working Budget Changes
Expenditures					
Salaries and Wages	\$ 2,753,361	\$ 2,587,075	\$ 1,707,190	66.0%	(166,286)
Employee Benefits	730,641	633,431	396,888	62.7%	(97,210)
Contracted Services	248,643	240,643	171,541	71.3%	(8,000)
Technology Services	21,200	19,600	10,743	54.8%	(1,600)
Communication Services	10,400	9,600	4,393	45.8%	(800)
Postage	2,900	2,700	2,218	82.1%	(200)
Utilities	147,500	147,500	83,266	56.5%	-00
Property and Casualty Insurance	25,000	23,100	20,395	88.3%	(1,900)
Repairs and Maintenance	110,425	65,425	60,653	92.7%	(45,000)
Student Transportation	533,350	586,960	408,099	69.5%	53,610
Field Trip Transportation	14,480	13,383	3,219	24.1%	(1,097)
Travel and Conferences	8,300	7,700	4,001	52.0%	(600)
Field Trip Admissions	25,400	31,800	24,644	77.5%	6,400
Building Lease	1,164,150	1,164,150	776,100	66.7%	-00
Other Rentals and Leases	2,000	2,000	2,000	100.0%	-00
Office Supplies/General Supplies	45,500	42,100	36,441	86.6%	(3,400)
Maintenance Supplies	53,800	49,700	30,969	62.3%	(4,100)
Non-Instructional Software	28,700	25,000	16,741	67.0%	(3,700)
Instructional Software	17,000	17,500	17,195	98.3%	500
Instructional Supplies	35,600	36,500	31,078	85.1%	900
Textbooks and Workbooks	73,100	67,600	66,423	98.3%	(5,500)
Standardized Tests	13,200	12,200	7,105	58.2%	(1,000)
Media/Library Resources	-	-	-	-	-00
Food	11,900	20,200	18,964	93.9%	8,300
Building Improvements	205,000	205,000	62,598	30.5%	-00
Furniture and Other Equipment	50,575	46,735	10,048	21.5%	(3,840)
Technology Equipment	53,094	50,894	38,756	76.2%	(2,200)
Technology PTO Grant	-	12,000	-	0.0%	-
Principal and Interest - Capital Lease	26,600	24,500	7,605	31.0%	(2,100)
Dues and Memberships	34,900	34,900	27,643	79.2%	-00
School Safety	-	-	-	-	-00
Third Party Expenditures	-	1,000	945	94.5%	1,000
Give to the Max, salaries	10,000	10,000	150	1.5%	-00
Director's Discretionary Fund	-	-	-	-	-00

Woodbury Leadership Academy
Woodbury, MN
Statement of Revenues and Expenditures
February 28, 2023

Months: 8 0.67%

	FY 2023 Original Budget 724 ADM 743 PU	FY 2023 Working Budget 669 ADM 687 PU	Year to Date Activity	Percent of Budget	Working Budget Changes
State Special Education	903,687	1,036,709	589,404	56.9%	133,022
ADSIS	43,204	43,204	19,170	44.4%	-00
Federal Title I, II, V	31,055	38,062	38,062	100.0%	7,007
Federal Special Education	81,899	81,899	18,185	22.2%	-00
Federal ARP Summer, 150	17,606	17,606	400	2.3%	
Federal ESSER II, 155, Staffing	-	-	-	-	-00
Federal ESSER III, 160	11,521	11,521	7,668	66.6%	-00
Federal ESSER III, 161	19,021	19,021	-	0.0%	-00
Federal ESSER Summer Learning, 163		8,035	8,035	100.0%	
Federal Testing Grant, 170		4,661	4,661	100.0%	4,661
Federal ESSER III, 169 Pandemic Enrollment Loss	122,442	122,442	56,207	45.9%	-00
Total expenditures	\$ 7,687,154	\$ 7,574,056	\$ 4,789,801	63.2%	(113,098)

General fund net income	\$ 255,630	\$ 310,345	\$ 497,497		54,715
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Community Services Fund - 04

Revenues					
Registration Revenue	\$ -	\$ -	\$ -	-	
Total revenues	\$ -	\$ -	\$ -	-	
Expenditures					
Purchased Services	\$ -	\$ -	\$ -	-	-00
Supplies and Materials, Snacks	-	-	-	-	-00
Equipment	7,500	7,500	-	0.0%	-00
Dues and Memberships	-	-	-	-	-00
Total Expenditures	\$ 7,500	\$ 7,500	\$ -	0.0%	-00
Community Services Fund Net Income	\$ (7,500)	\$ (7,500)	\$ -		-00

Woodbury Leadership Academy
Woodbury, MN
Statement of Revenues and Expenditures
February 28, 2023

Months: 8 0.67%

	FY 2023 Original Budget 724 ADM 743 PU	FY 2023 Working Budget 669 ADM 687 PU	Year to Date Activity	Percent of Budget	Working Budget Changes
Total All Funds					
Revenues					
State Revenues	\$ 7,602,240	\$ 7,353,918	\$ 4,935,945	67.1%	(248,322)
Federal Revenues	283,544	303,247	133,217	43.9%	19,703
Local Revenues	57,000	227,236	218,135	96.0%	170,236
Total Revenues	\$ 7,942,784	\$ 7,884,401	\$ 5,287,298	67.1%	(58,383)
Expenditures					
Salaries and Wages	\$ 2,753,361	\$ 2,587,075	\$ 1,707,190	66.0%	(166,286)
Employee Benefits	730,641	633,431	396,888	62.7%	(97,210)
Purchased Services	2,313,748	2,314,561	1,571,272	67.9%	813
Supplies and Materials	278,800	270,800	224,916	83.1%	(8,000)
Equipment	342,769	346,629	119,007	34.3%	3,860
Grants and Other Costs	1,275,335	1,429,060	770,529	53.9%	153,725
Total Expenditures	\$ 7,694,654	\$ 7,581,556	\$ 4,789,801	63.2%	(113,098)
Total Revenues All Funds	\$ 7,942,784	\$ 7,884,401	\$ 5,287,298	67.1%	(58,383)
Total Expenditures All Funds	\$ 7,694,654	\$ 7,581,556	\$ 4,789,801	63.2%	(113,098)
Net Income - All Funds	\$ 248,130	\$ 302,845	\$ 497,497		54,715

Beginning Fund Balance, All Funds, July 1, 2022	\$ 2,015,617	\$ 2,015,617
Projected Fund Balance, All Funds, June 30, 2023	\$ 2,263,748	\$ 2,318,462
Projected Fund Balance Percentage	29%	31%
<i>DSCR</i>	125%	128%

The Working Budget estimates shown on this report are prepared using both the school's estimates and consultant estimates and are prepared for internal use only.

Woodbury Leadership Academy
Woodbury, MN
Contracted Services Report
February 28, 2023

305 - Contracted Services Detail	FY23			% spent
	Original Budget	Working Budget	Actual	
Advertising & Marketing	4,000	4,000	1,937	48.4%
Board Related Services	3,000	3,000	-	0.0%
Financial Management Services	77,112	77,112	51,600	66.9%
Time & Attendance Fees	9,300	9,300	3,492	37.5%
Audit & Tax Services	11,216	14,600	14,600	100.0%
Background Checks	2,100	-	-	0.0%
Bank Fees	3,850	7,850	5,487	69.9%
e-rate consulting	-	2,950	2,950	0.0%
Benefit Fees	700	700	431	61.6%
Strategic Planning Consultant	8,000	-	-	0.0%
Legal Services	15,000	15,000	2,901	19.3%
Substitutes/Student Services/ESL	15,000	15,000	8,353	55.7%
Nursing	7,200	7,200	3,625	50.3%
Janitorial Services- Robemy Cleaning	80,580	80,580	74,126	92.0%
Other Fees	11,585	3,351	2,039	60.8%
	248,643	240,643	171,541	69%



**Woodbury Leadership Academy
Woodbury, MN
District 4228**

Supplemental Reports

February 28, 2023

WOODBURY LEADERSHIP ACADEMY

Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Check Date	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
1890	4228	OLDN	CR022														
	FY23 Feb Square			1904	Credit	A	02/28/23		Check	1	M	Miscellaneous Customer					
							4228	R 01 005 000 000 000	050		Pizza sales				10.00		0.00
							4228	R 01 005 000 000 000	050		milk sales				40.00		0.00
															Receipt Total:	\$50.00	\$0.00
	FY23 Feb Square			1905	Debit	A	02/28/23		Check	1	M	Miscellaneous Customer					
							4228	E 01 005 112 000 000	305		Square fees				(1.70)		0.00
															Receipt Total:	(\$1.70)	\$0.00
															Deposit Total:	\$48.30	\$0.00
	1891	4228	OLDN	CR022													
	FY23 Feb Donations			1906	Credit	A	02/28/23		Check	1	DONATED	Donations					
							4228	R 01 005 000 000 000	096		Mighty Cause				20.00		0.00
							4228	R 01 005 000 000 000	096		Amazon Smile				75.84		0.00
															Receipt Total:	\$95.84	\$0.00
															Deposit Total:	\$95.84	\$0.00
	1892	4228	OLDN	CR022													
	FY23 IDEAS			1907	Credit	A	02/15/23		Check	1	M	Miscellaneous Customer					
							4228	B 01 121 000			FY22 Charter Sch Lease				17,018.93		0.00
							4228	B 01 121 000			FY22 LT FAC Maint				2,564.50		0.00
							4228	R 01 005 000 000 000	211		FY23 Gen Ed Aid				260,333.12		0.00
							4228	R 01 005 000 000 317	211		FY23 Eng Learner Cross subs				711.43		0.00
							4228	R 01 005 000 000 740	360		FY23 SPED				48,993.23		0.00
															Receipt Total:	\$329,621.21	\$0.00
															Deposit Total:	\$329,621.21	\$0.00
	1894	4228	OLDN	CR022													
	FY23 IDEAS			1910	Credit	A	02/28/23		Check	1	M	Miscellaneous Customer					
							4228	R 01 005 000 000 000	211		FY23 Gen Ed Aid				284,257.27		0.00
															Receipt Total:	\$284,257.27	\$0.00
															Deposit Total:	\$284,257.27	\$0.00

WOODBURY LEADERSHIP ACADEMY

Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
OLDN		8275		Wire	1	1001	Public Employee Retirement Association		No	Yes	No	02/15/2023	3,928.79
OLDN		8276		Wire	1	1002	Teachers Retirement Association		No	Yes	No	02/15/2023	19,487.68
OLDN		8277		Wire	1	1003	Internal Revenue Service		No	Yes	No	02/15/2023	31,738.28
OLDN		8278		Wire	1	1004	MN Department of Revenue Service		No	Yes	No	02/15/2023	5,044.43
OLDN		8279		Wire	1	1128	AssociatedBank		No	Yes	No	02/15/2023	2,008.90
OLDN		8280		Wire	1	1417	VOYA		No	Yes	No	02/15/2023	1,739.90
OLDN		8281		Wire	1	1064	HealthPartners - Group		No	Yes	No	02/27/2023	22,130.17
OLDN		8282		Wire	1	1099	MN UI Fund		No	Yes	No	02/27/2023	1,589.00
OLDN		8283		Wire	1	1369	BerganKDV Outsourced Services LLC		No	Yes	No	02/27/2023	432.00
OLDN		8284		Wire	1	1441	Old National		No	Yes	No	02/27/2023	592.56
OLDN		8285		Wire	1	1558	Bill.com		No	Yes	No	02/27/2023	106.85
OLDN		8286		Wire	1	1609	GIS Benefits		No	Yes	No	02/27/2023	4,471.54
OLDN		8287		Wire	1	1635	USBank		No	Yes	No	02/27/2023	97,012.50
OLDN		8288		BP	1	1013	Region V Computer Services		No	Yes	No	02/02/2023	2,244.75
OLDN		8289		BP	1	1029	The Home Depot		No	Yes	No	02/02/2023	14.59
OLDN		8290		BP	1	1029	The Home Depot		No	Yes	No	02/02/2023	2,446.74
OLDN		8291		BP	1	1084	Phonak, LLC.		No	Yes	No	02/02/2023	2,602.90
OLDN		8292		BP	1	1116	Strategic Staffing Solutions		No	Yes	No	02/02/2023	270.00
OLDN		8293		BP	1	1116	Strategic Staffing Solutions		No	Yes	No	02/02/2023	108.00
OLDN		8294		BP	1	1116	Strategic Staffing Solutions		No	Yes	No	02/02/2023	1,044.00
OLDN		8295		BP	1	1237	JW Pepper		No	Yes	No	02/02/2023	253.95
OLDN		8296		BP	1	1237	JW Pepper		No	Yes	No	02/02/2023	202.99
OLDN		8297		BP	1	1237	JW Pepper		No	Yes	No	02/02/2023	26.99
OLDN		8298		BP	1	1240	Keys to Communication		No	Yes	No	02/02/2023	7,155.00
OLDN		8299		BP	1	1246	Sentient Healthcare	S Corporation	No	Yes	No	02/02/2023	220.00
OLDN		8300		BP	1	1302	Toshiba Financial Services		No	Yes	No	02/02/2023	571.51
OLDN		8301		BP	1	1369	BerganKDV Outsourced Services LLC		No	Yes	No	02/02/2023	6,450.00
OLDN		8302		BP	1	1504	Assured Security Inc		No	Yes	No	02/02/2023	280.50
OLDN		8303		BP	1	1541	Business Essentials		No	Yes	No	02/02/2023	684.84
OLDN		8304		BP	1	1594	InstantWhip- Minneapolis		No	Yes	No	02/02/2023	279.30
OLDN		8305		BP	1	1594	InstantWhip- Minneapolis		No	Yes	No	02/02/2023	454.97
OLDN		8306		BP	1	1628	Custom Electrical Services		No	Yes	No	02/02/2023	1,462.50
OLDN		8307		BP	1	1639	Navigate Care Consulting	Ind/Sole Proprietor	No	Yes	No	02/02/2023	382.50
OLDN		8308		BP	1	1651	Autumn Handahl		No	Yes	No	02/02/2023	21.56
OLDN		8309		BP	1	1677	Dana Kinnunen		No	Yes	No	02/02/2023	94.50
OLDN		8310		BP	1	1688	Sam Wakefield		No	Yes	No	02/02/2023	1,000.00
OLDN		8311		BP	1	1691	Andy Sharp		No	Yes	No	02/02/2023	28.64
OLDN		8312		BP	1	1692	Specialized Lighting		No	Yes	No	02/02/2023	6,230.00
OLDN		8313		BP	1	1029	The Home Depot		No	Yes	No	02/14/2023	39.56

WOODBURY LEADERSHIP ACADEMY

Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
OLDN		8314		BP	1	1053	Core Knowledge Foundation		No	Yes	No	02/14/2023	2,069.60
OLDN		8315		BP	1	1053	Core Knowledge Foundation		No	Yes	No	02/14/2023	2,122.55
OLDN		8316		BP	1	1054	Integrative Therapy, LLC.		No	Yes	No	02/14/2023	1,492.80
OLDN		8317		BP	1	1054	Integrative Therapy, LLC.		No	Yes	No	02/14/2023	1,825.33
OLDN		8318		BP	1	1054	Integrative Therapy, LLC.		No	Yes	No	02/14/2023	2,355.67
OLDN		8319		BP	1	1054	Integrative Therapy, LLC.		No	Yes	No	02/14/2023	1,395.00
OLDN		8320		BP	1	1098	Teachers on Call	C Corporation	No	Yes	No	02/14/2023	255.00
OLDN		8321		BP	1	1150	JR Computer Associates		No	Yes	No	02/14/2023	1,200.00
OLDN		8322		BP	1	1205	Volunteers of America-Minnesota		No	Yes	No	02/14/2023	27,452.00
OLDN		8323		BP	1	1214	The Hanover Insurance Group		No	Yes	No	02/14/2023	8,449.19
OLDN		8324		BP	1	1233	Reno Mothes		No	Yes	No	02/14/2023	1,140.00
OLDN		8325		BP	1	1241	Sheila Merzer		No	Yes	No	02/14/2023	1,156.25
OLDN		8326		BP	1	1241	Sheila Merzer		No	Yes	No	02/14/2023	62.50
OLDN		8327		BP	1	1246	Sentient Healthcare	S Corporation	No	Yes	No	02/14/2023	907.50
OLDN		8328		BP	1	1249	Designs for Learning		No	Yes	No	02/14/2023	2,548.00
OLDN		8329		BP	1	1462	Monarch Bus Service Inc		No	Yes	No	02/14/2023	57,331.12
OLDN		8330		BP	1	1462	Monarch Bus Service Inc		No	Yes	No	02/14/2023	606.08
OLDN		8331		BP	1	1515	Minnesota Coaches Inc		No	Yes	No	02/14/2023	10,167.04
OLDN		8332		BP	1	1518	Martin Law Firm		No	Yes	No	02/14/2023	238.50
OLDN		8333		BP	1	1541	Business Essentials		No	Yes	No	02/14/2023	638.28
OLDN		8334		BP	1	1555	DHH Consulting LLC	Ind/Sole Proprietor	No	Yes	No	02/14/2023	2,046.22
OLDN		8335		BP	1	1594	InstantWhip- Minneapolis		No	Yes	No	02/14/2023	330.49
OLDN		8336		BP	1	1594	InstantWhip- Minneapolis		No	Yes	No	02/14/2023	311.86
OLDN		8337		BP	1	1621	Cintas		No	Yes	No	02/14/2023	329.38
OLDN		8338		BP	1	1623	Liminex, Inc dba GoGuardian		No	Yes	No	02/14/2023	1,765.24
OLDN		8339		BP	1	1623	Liminex, Inc dba GoGuardian		No	Yes	No	02/14/2023	1,493.66
OLDN		8340		BP	1	1634	Nitti Sanitation		No	Yes	No	02/14/2023	590.84
OLDN		8341		BP	1	1639	Navigate Care Consulting	Ind/Sole Proprietor	No	Yes	No	02/14/2023	25.00
OLDN		8342		BP	1	1639	Navigate Care Consulting	Ind/Sole Proprietor	No	Yes	No	02/14/2023	157.50
OLDN		8343		BP	1	1639	Navigate Care Consulting	Ind/Sole Proprietor	No	Yes	No	02/14/2023	22.50
OLDN		8344		BP	1	1644	Robemy Cleaning Services LLC	Ind/Sole Proprietor	No	Yes	No	02/14/2023	11,000.00
OLDN		8345		BP	1	1672	Gopher State Lighting Inc		No	Yes	No	02/14/2023	10,047.50
OLDN		8346		BP	1	1688	Sam Wakefield		No	Yes	No	02/14/2023	1,800.00
OLDN		8347		BP	1	1693	Dakota Academic Consulting Inc		No	Yes	No	02/14/2023	2,950.00
OLDN		8348		BP	1	1694	Wisconsin Center for Education Products		No	Yes	No	02/14/2023	267.00
OLDN		8349		BP	1	1029	The Home Depot		No	Yes	No	02/28/2023	2,528.09
OLDN		8350		BP	1	1053	Core Knowledge Foundation		No	Yes	No	02/28/2023	37.80
OLDN		8351		BP	1	1054	Integrative Therapy, LLC.		No	Yes	No	02/28/2023	3,367.17
OLDN		8352		BP	1	1098	Teachers on Call	C Corporation	No	Yes	No	02/28/2023	255.00

WOODBURY LEADERSHIP ACADEMY

Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
OLDN		8353		BP	1	1098	Teachers on Call	C Corporation	No	Yes	No	02/28/2023	382.50
OLDN		8354		BP	1	1116	Strategic Staffing Solutions		No	Yes	No	02/28/2023	738.00
OLDN		8355		BP	1	1116	Strategic Staffing Solutions		No	Yes	No	02/28/2023	234.00
OLDN		8356		BP	1	1116	Strategic Staffing Solutions		No	Yes	No	02/28/2023	84.24
OLDN		8357		BP	1	1237	JW Pepper		No	Yes	No	02/28/2023	43.00
OLDN		8358		BP	1	1240	Keys to Communication		No	Yes	No	02/28/2023	10,350.00
OLDN		8359		BP	1	1241	Sheila Merzer		No	Yes	No	02/28/2023	687.50
OLDN		8360		BP	1	1302	Toshiba Financial Services		No	Yes	No	02/28/2023	817.40
OLDN		8361		BP	1	1369	BerganKDV Outsourced Services LLC		No	Yes	No	02/28/2023	6,450.00
OLDN		8362		BP	1	1462	Monarch Bus Service Inc		No	Yes	No	02/28/2023	696.42
OLDN		8363		BP	1	1509	Colliers Architecture LLC		No	Yes	No	02/28/2023	13,500.00
OLDN		8364		BP	1	1522	Masloski Pest Services	Ind/Sole Proprietor	No	Yes	No	02/28/2023	85.00
OLDN		8365		BP	1	1594	InstantWhip- Minneapolis		No	Yes	No	02/28/2023	330.49
OLDN		8366		BP	1	1594	InstantWhip- Minneapolis		No	Yes	No	02/28/2023	330.49
OLDN		8367		BP	1	1610	First American Title Insurance Company		No	Yes	No	02/28/2023	350.00
OLDN		8368		BP	1	1639	Navigate Care Consulting	Ind/Sole Proprietor	No	Yes	No	02/28/2023	382.50
OLDN		8369		BP	1	1688	Sam Wakefield		No	Yes	No	02/28/2023	2,000.00
OLDN		8370		BP	1	1695	Jamey Strand		No	Yes	No	02/28/2023	800.00
OLDN		8371		BP	1	1696	Toshiba America Business Solutions		No	Yes	No	02/28/2023	202.97
OLDN		8372		Wire	1	1609	GIS Benefits		No	Yes	No	02/28/2023	5,641.61
OLDN		8373		Wire	1	1632	Xcel Energy		No	Yes	No	02/28/2023	2,677.08
OLDN		8374		Wire	1	1632	Xcel Energy		No	Yes	No	02/28/2023	4,852.46
OLDN		8375		Wire	1	1508	First Bankcard		No	Yes	No	02/15/2023	8,423.53
OLDN		8376		Wire	1	1001	Public Employee Retirement Association		No	No	No	02/28/2023	3,830.25
OLDN		8377		Wire	1	1002	Teachers Retirement Association		No	No	No	02/28/2023	19,245.46
OLDN		8378		Wire	1	1003	Internal Revenue Service		No	No	No	02/28/2023	31,059.88
OLDN		8379		Wire	1	1004	MN Department of Revenue Service		No	No	No	02/28/2023	4,886.84
OLDN		8380		Wire	1	1128	AssociatedBank		No	No	No	02/28/2023	2,008.90
OLDN		8381		Wire	1	1417	VOYA		No	No	No	02/28/2023	1,739.90

Bank Total: \$510,420.97

Report Total: \$510,420.97

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4228	OLDN	1001	B 01	215 007	Public Employee Retirement Association		Wire
		PO#: 9031	Invoice	Invoice No: S2023150	PERA	2/15/2023	Paid Amt: \$3,928.79
							Check Amount: \$3,928.79
4228	OLDN	1002	B 01	215 006	Teachers Retirement Association		Wire
		PO#: 9033	Invoice	Invoice No: S2023150	TRA	2/15/2023	Paid Amt: \$19,487.68
							Check Amount: \$19,487.68
4228	OLDN	1003	B 01	215 002	Internal Revenue Service		Wire
					Federal Withholding		\$9,601.80
					FICA		\$22,136.48
		PO#: 9030	Invoice	Invoice No: S2023150		2/15/2023	Paid Amt: \$31,738.28
							Check Amount: \$31,738.28
4228	OLDN	1004	B 01	215 003	MN Department of Revenue Service		Wire
					MN Withholding		\$5,044.43
		PO#: 9032	Invoice	Invoice No: S2023150		2/15/2023	Paid Amt: \$5,044.43
							Check Amount: \$5,044.43
4228	OLDN	1128	B 01	215 017	AssociatedBank		Wire
		PO#: 9029	Invoice	Invoice No: S2023150	HSA	2/15/2023	Paid Amt: \$2,008.90
							Check Amount: \$2,008.90
4228	OLDN	1417	B 01	215 011	VOYA		Wire
					TSA		\$1,739.90
		PO#: 9034	Invoice	Invoice No: S2023150		2/15/2023	Paid Amt: \$1,739.90
							Check Amount: \$1,739.90
4228	OLDN	1064	B 01	215 010	HealthPartners - Group		Wire
					Health Ins		\$22,130.17
		PO#: 9038	Invoice	Invoice No: 2.24.23		2/27/2023	Paid Amt: \$22,130.17
							Check Amount: \$22,130.17
4228	OLDN	1099	E 01	005 110 000 000 280	MN UI Fund		Wire
					Unemployment Insurance		\$1,589.00
		PO#: 9039	Invoice	Invoice No: 2.1.23		2/27/2023	Paid Amt: \$1,589.00
							Check Amount: \$1,589.00
4228	OLDN	1369	E 01	005 114 000 000 305	BerganKDV Outsourced Services LLC		Wire
					KPay Processing Fee		\$432.00
		PO#: 9035	Invoice	Invoice No: 2.10.23		2/27/2023	Paid Amt: \$432.00
							Check Amount: \$432.00

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4228	OLDN	1441	E 01	005 112 000 000 305	Old National		Wire
						Service Charge:	
		Voucher #:	9040	Invoice	Invoice No: 2.17.23	2/27/2023	\$592.56
							Check Amount: \$592.56
4228	OLDN	1558	E 01	005 112 000 000 305	Bill.com		Wire
		Voucher #:	9036	Invoice	Invoice No: 2.15.23	2/27/2023	\$106.85
							Check Amount: \$106.85
4228	OLDN	1609	B 01	215 013	GIS Benefits		Wire
			B 01	215 009	Life/LTD/STD:		\$2,190.51
			B 01	215 021	Dental:		\$1,632.26
			B 01	215 020	Vision		\$442.77
			E 01	005 110 000 000 305	PPL:		\$156.00
					Admin Fees		\$50.00
		Voucher #:	9037	Invoice	Invoice No: 2.8.23	2/27/2023	\$4,471.54
							Check Amount: \$4,471.54
4228	OLDN	1635	E 01	005 850 000 348 570	USBank		Wire
		Voucher #:	9041	Invoice	Invoice No: 2.6.23	2/27/2023	\$97,012.50
							Check Amount: \$97,012.50
4228	OLDN	1013	E 01	005 108 000 000 405	Region V Computer Services		BP
		Voucher #:	9052	Invoice	Invoice No: 15614	2/2/2023	\$2,244.75
							Check Amount: \$2,244.75
4228	OLDN	1029	E 01	005 810 000 000 401	The Home Depot		BP
		Voucher #:	9063	Invoice	Invoice No: 725593495	2/2/2023	\$14.59
							Check Amount: \$14.59
4228	OLDN	1029	E 01	005 810 000 000 401	The Home Depot		BP
		Voucher #:	9064	Invoice	Invoice No: 726956550	2/2/2023	\$2,446.74
							Check Amount: \$2,446.74
4228	OLDN	1084	E 01	010 420 000 740 556	Phonak, LLC.		BP
		Voucher #:	9062	Invoice	Invoice No: 5137882265	2/2/2023	\$2,602.90
							Check Amount: \$2,602.90

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4228	OLDN	1116	E 01 010 411 000 740 394	9045	Strategic Staffing Solutions	ASD J. Kast 3.75 hr @ \$72/hr	BP
		Voucher #:	9045	Invoice No:	10175-36A	2/2/2023	
							Paid Amt: \$270.00
							Check Amount: \$270.00
4228	OLDN	1116	E 01 010 402 000 740 394	9046	Strategic Staffing Solutions	EVSE C. Milostan 1.5 hr @ \$72/hr	BP
		Voucher #:	9046	Invoice No:	10175-36B	2/2/2023	
							Paid Amt: \$108.00
							Check Amount: \$108.00
4228	OLDN	1116	E 01 010 420 000 740 394	9047	Strategic Staffing Solutions	EBD P. Bloedoom 14.5 hr @ \$72/hr	BP
		Voucher #:	9047	Invoice No:	10175-36C	2/2/2023	
							Paid Amt: \$1,044.00
							Check Amount: \$1,044.00
4228	OLDN	1237	E 01 010 258 000 000 430	9055	JW Pepper	Eprint Music & Download accompaniments-Mus	BP
		Voucher #:	9055	Invoice No:	364941496	2/2/2023	
							Paid Amt: \$253.95
							Check Amount: \$253.95
4228	OLDN	1237	E 01 010 258 000 000 430	9056	JW Pepper	Sheet Music & CD accompaniment-Music	BP
		Voucher #:	9056	Invoice No:	364943867	2/2/2023	
							Paid Amt: \$202.99
							Check Amount: \$202.99
4228	OLDN	1237	E 01 010 258 000 000 430	9057	JW Pepper	Music CD accompaniment-Music	BP
		Voucher #:	9057	Invoice No:	364945062	2/2/2023	
							Paid Amt: \$26.99
							Check Amount: \$26.99
4228	OLDN	1240	E 01 010 401 000 740 394	9044	Keys to Communication	74.5 hrs @ \$90/hr, + 10 hrs @ \$45/hr Mileage	BP
		Voucher #:	9044	Invoice No:	9201800	2/2/2023	
							Paid Amt: \$7,155.00
							Check Amount: \$7,155.00
4228	OLDN	1246	E 01 010 405 000 740 394	9051	Sentient Healthcare	Audiology: 2 hrs @ \$110/hr	BP
		Voucher #:	9051	Invoice No:	125644	2/2/2023	
							Paid Amt: \$220.00
							Check Amount: \$220.00
4228	OLDN	1302	E 01 010 605 000 000 560	9060	Toshiba Financial Services	FY23 Copier	BP
		Voucher #:	9060	Invoice No:	5023381223	2/2/2023	
							Paid Amt: \$614.57
							Check Amount: (\$43.06)
							Paid Amt: \$571.51
							Check Amount: \$571.51

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type	
4228	OLDN	1369	E 01	005	113 000 000 305	Financial Management and Account Service	BP	
		Voucher #:	9048	Invoice	Invoice No: 1183241	2/2/2023	Paid Amt:	\$6,450.00
							Check Amount:	\$6,450.00
4228	OLDN	1504	E 01	005	810 000 000 350	Repaired keys and locks	BP	
		Voucher #:	9054	Invoice	Invoice No: 225745	2/2/2023	Paid Amt:	\$280.50
							Check Amount:	\$280.50
4228	OLDN	1541	E 01	010	203 000 000 430	Copy paper	BP	
		Voucher #:	9066	Invoice	Invoice No: WO-1223804-1	2/2/2023	Paid Amt:	\$684.84
							Check Amount:	\$684.84
4228	OLDN	1594	E 01	010	203 000 000 490	Lunch Milk	BP	
		Voucher #:	9058	Invoice	Invoice No: 4300414696	2/2/2023	Paid Amt:	\$279.30
							Check Amount:	\$279.30
4228	OLDN	1594	E 01	010	203 000 000 490	Lunch Milk	BP	
		Voucher #:	9059	Invoice	Invoice No: 4300415015	2/2/2023	Paid Amt:	\$454.97
							Check Amount:	\$454.97
4228	OLDN	1628	E 01	005	810 000 000 350	Labor	BP	
			E 01	005	810 000 000 401	materials		
		Voucher #:	9053	Invoice	Invoice No: 22-137	2/2/2023	Paid Amt:	\$977.50
							Check Amount:	\$1,462.50
								\$485.00
4228	OLDN	1639	E 01	010	420 000 740 394	SPED Off Site 3.75 hrs @ \$90/hr	BP	
			E 01	010	720 000 000 305	GenEd offsite .50 hrs @ \$90/hr		
		Voucher #:	9061	Invoice	Invoice No: 5080	2/2/2023	Paid Amt:	\$337.50
							Check Amount:	\$382.50
								\$45.00
4228	OLDN	1651	E 01	010	260 000 000 430	FY23 Reimb: Lab Supplies	BP	
		Voucher #:	9050	Invoice	Invoice No: 12/31/2022	2/2/2023	Paid Amt:	\$21.56
							Check Amount:	\$21.56
4228	OLDN	1677	R 01	005	000 000 000 050	Refund Milk and Pizza money-Student withdrew	BP	
		Voucher #:	9043	Invoice	Invoice No: 9/27/2022	2/2/2023	Paid Amt:	\$94.50
							Check Amount:	\$94.50

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4228	OLDN	1688	E 01 010 203 000 000 305		Sam Wakefield		BP
					Sub teacher: 1.5-1.12.23		
		PO#: 9042	Invoice	Invoice No: 1/12/2023		2/2/2023	
							Paid Amt: \$1,000.00
							Check Amount: \$1,000.00
4228	OLDN	1691	E 01 010 203 000 000 430		Andy Sharp		BP
					Fy23 Reimb: Classroom Supplies		
		PO#: 9049	Invoice	Invoice No: 12/29/2022		2/2/2023	
							Paid Amt: \$28.64
							Check Amount: \$28.64
4228	OLDN	1692	E 01 005 810 000 000 520		Specialized Lighting		BP
					Stage lighting-balance owed		
		PO#: 9065	Invoice	Invoice No: 880950		2/2/2023	
							Paid Amt: \$6,230.00
							Check Amount: \$6,230.00
4228	OLDN	1029	E 01 005 810 000 000 401		The Home Depot		BP
					Janitorial Supplies: Vacuum brush		
		PO#: 9092	Invoice	Invoice No: 728584004		2/14/2023	
							Paid Amt: \$39.56
							Check Amount: \$39.56
4228	OLDN	1053	E 01 010 203 000 000 460		Core Knowledge Foundation		BP
					Elementary Textbooks/Workbooks		
		PO#: 9093	Invoice	Invoice No: INV080017		2/14/2023	
							Paid Amt: \$2,069.60
							Check Amount: \$2,069.60
4228	OLDN	1053	E 01 010 203 000 000 460		Core Knowledge Foundation		BP
					Elementary Textbooks/Workbooks		
		PO#: 9094	Invoice	Invoice No: INV083265		2/14/2023	
							Paid Amt: \$2,122.55
							Check Amount: \$2,122.55
4228	OLDN	1054	E 01 010 420 000 740 394		Integrative Therapy, LLC.		BP
					OT 16.58 hrs @ \$90/hr		
		PO#: 9078	Invoice	Invoice No: 3820		2/14/2023	
							Paid Amt: \$1,492.80
							Check Amount: \$1,492.80
4228	OLDN	1054	E 01 010 420 000 740 394		Integrative Therapy, LLC.		BP
					COTA Services 24.67 hrs @\$74/hr		
		PO#: 9079	Invoice	Invoice No: 3820		2/14/2023	
							Paid Amt: \$1,825.33
							Check Amount: \$1,825.33
4228	OLDN	1054	E 01 010 420 000 740 394		Integrative Therapy, LLC.		BP
					COTA Services 31.83 hrs @\$74/hr		
		PO#: 9080	Invoice	Invoice No: 3858		2/14/2023	
							Paid Amt: \$2,355.67
							Check Amount: \$2,355.67

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4228	OLDN	1054	E 01	010 420 000 740 394	Integrative Therapy, LLC.		BP
					OT 15.50 hrs @ \$90/hr	\$1,395.00	
		Voucher #:	9081	Invoice	Invoice No: 3858	2/14/2023	Paid Amt: \$1,395.00
							Check Amount: \$1,395.00
4228	OLDN	1098	E 01	010 203 000 000 305	Teachers on Call		BP
					K. Preslaski	\$255.00	
		Voucher #:	9074	Invoice	Invoice No: 14630	2/14/2023	Paid Amt: \$255.00
							Check Amount: \$255.00
4228	OLDN	1150	E 01	005 605 000 000 315	JR Computer Associates		BP
					FY23 Monthly Contract Services: Feb 2023	\$1,200.00	
		Voucher #:	9098	Invoice	Invoice No: R20231544	2/14/2023	Paid Amt: \$1,200.00
							Check Amount: \$1,200.00
4228	OLDN	1205	E 01	005 110 000 000 820	Volunteers of America-Minnesota		BP
					Authorizer Fee FY23	\$27,452.00	
		Voucher #:	9067	Invoice	Invoice No: 1/30/2023	2/14/2023	Paid Amt: \$27,452.00
							Check Amount: \$27,452.00
4228	OLDN	1214	B 01	118 000	The Hanover Insurance Group		BP
					Building Company Insurance	\$8,449.19	
		Voucher #:	9068	Invoice	Invoice No: 2/1/2023	2/14/2023	Paid Amt: \$8,449.19
							Check Amount: \$8,449.19
4228	OLDN	1233	E 01	010 404 000 740 394	Reno Mothes		BP
					DAPE Services: Jan-14.25 hrs @ \$80/hr	\$1,140.00	
		Voucher #:	9100	Invoice	Invoice No: WLA-0068	2/14/2023	Paid Amt: \$1,140.00
							Check Amount: \$1,140.00
4228	OLDN	1241	E 01	010 411 000 740 394	Sheila Merzer		BP
					9.25 hrs @ \$125/hr	\$1,156.25	
		Voucher #:	9076	Invoice	Invoice No: 23694	2/14/2023	Paid Amt: \$1,156.25
							Check Amount: \$1,156.25
4228	OLDN	1241	E 01	010 411 000 740 394	Sheila Merzer		BP
					0.5 hrs @ \$125/hr	\$62.50	
		Voucher #:	9077	Invoice	Invoice No: 23703	2/14/2023	Paid Amt: \$62.50
							Check Amount: \$62.50
4228	OLDN	1246	E 01	010 405 000 740 394	Sentient Healthcare		BP
					Audiology: 8.25 hrs @ \$110/hr	\$907.50	
		Voucher #:	9073	Invoice	Invoice No: 125663	2/14/2023	Paid Amt: \$907.50
							Check Amount: \$907.50

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4228	OLDN	1249	E 01	010 420 000 740 394	Designs for Learning	2/14/2023	BP
		Voucher #:	9075	Invoice	S. Kelley 26 hrs @ \$98/hr		
					Invoice No: 2022990366		
							Paid Amt: \$2,548.00
							Check Amount: \$2,548.00
4228	OLDN	1462	E 01	005 760 000 720 360	Monarch Bus Service Inc	2/14/2023	BP
		Voucher #:	9089	Invoice	Busing Contract 7/10		
					Invoice No: 65804		
							Paid Amt: \$57,331.12
							Check Amount: \$57,331.12
4228	OLDN	1462	E 01	005 760 000 720 360	Monarch Bus Service Inc	2/14/2023	BP
		Voucher #:	9090	Invoice	Fuel Surcharge-Jan		
					Invoice No: 72490		
							Paid Amt: \$606.08
							Check Amount: \$606.08
4228	OLDN	1515	E 01	005 760 000 723 360	Minnesota Coaches Inc	2/14/2023	BP
		Voucher #:	9091	Invoice	FY23 SPED Busing Jan Route #22		
					Invoice No: 72603		
							Paid Amt: \$10,167.04
							Check Amount: \$10,167.04
4228	OLDN	1518	E 01	005 111 000 000 305	Martin Law Firm	2/14/2023	BP
		Voucher #:	9070	Invoice	Legal Services -Jan		
					Invoice No: 2/12/2023		
							Paid Amt: \$238.50
							Check Amount: \$238.50
4228	OLDN	1541	E 01	010 203 000 000 430	Business Essentials	2/14/2023	BP
		Voucher #:	9102	Invoice	Copy paper		
					Invoice No: WO-1226921-1		
							Paid Amt: \$638.28
							Check Amount: \$638.28
4228	OLDN	1555	E 01	010 405 000 740 394	DHH Consulting LLC	2/14/2023	BP
		Voucher #:	9072	Invoice	DHH Services: Jan-21,25 hrs@ \$94/hr/Mileage		
					Invoice No: 1202		
							Paid Amt: \$2,046.22
							Check Amount: \$2,046.22
4228	OLDN	1594	E 01	010 203 000 000 490	InstantWhip- Minneapolis	2/14/2023	BP
		Voucher #:	9084	Invoice	Lunch Milk		
					Invoice No: 4300415247		
							Paid Amt: \$330.49
							Check Amount: \$330.49
4228	OLDN	1594	E 01	010 203 000 000 490	InstantWhip- Minneapolis	2/14/2023	BP
		Voucher #:	9085	Invoice	Lunch Milk		
					Invoice No: 4300415508		
							Paid Amt: \$311.86
							Check Amount: \$311.86

WOODBURY LEADERSHIP ACADEMY
Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4228	OLDN	1621	E 01	005 810 000 401	Cintas		BP
					FY23: Mats service		
		PO#: 9083	9083	Invoice	Invoice No: 4145557314	2/14/2023	Paid Amt: \$329.38
							Check Amount: \$329.38
4228	OLDN	1623	B 01	131 000	Liminex, Inc dba GoGuardian		BP
					FY24		
		PO#: 9096	9096	Invoice	Invoice No: INV64838	2/14/2023	Paid Amt: \$1,765.24
							Check Amount: \$1,765.24
4228	OLDN	1623	E 01	010 630 000 406	Liminex, Inc dba GoGuardian		BP
					FY23		
		PO#: 9097	9097	Invoice	Invoice No: INV64838	2/14/2023	Paid Amt: \$1,493.66
							Check Amount: \$1,493.66
4228	OLDN	1634	E 01	005 810 000 330	Nitti Sanitation		BP
					FY23 Feb Trash Services		
		PO#: 9082	9082	Invoice	Invoice No: 400365	2/14/2023	Paid Amt: \$590.84
							Check Amount: \$590.84
4228	OLDN	1639	E 01	010 720 000 305	Navigate Care Consulting		BP
					GenEd onsite .25 hrs @ \$100/hr		
		PO#: 9086	9086	Invoice	Invoice No: 5119	2/14/2023	Paid Amt: \$25.00
							Check Amount: \$25.00
4228	OLDN	1639	E 01	010 420 000 740 394	Navigate Care Consulting		BP
					SPED Off Site 1.75 hrs @ \$90/hr		
		PO#: 9087	9087	Invoice	Invoice No: 5119	2/14/2023	Paid Amt: \$157.50
							Check Amount: \$157.50
4228	OLDN	1639	E 01	010 720 000 305	Navigate Care Consulting		BP
					GenEd offsite .25 hrs @ \$90/hr		
		PO#: 9088	9088	Invoice	Invoice No: 5119	2/14/2023	Paid Amt: \$22.50
							Check Amount: \$22.50
4228	OLDN	1644	E 01	005 810 000 000 305	Robemy Cleaning Services LLC		BP
					Jan Cleaning		
		PO#: 9101	9101	Invoice	Invoice No: WLA-18	2/14/2023	Paid Amt: \$11,000.00
							Check Amount: \$11,000.00
4228	OLDN	1672	E 01	005 810 000 000 530	Gopher State Lighting Inc		BP
					Stage curtains & tracks-balance		
		PO#: 9095	9095	Invoice	Invoice No: INV21481	2/14/2023	Paid Amt: \$10,047.50
							Check Amount: \$10,047.50

WOODBURY LEADERSHIP ACADEMY
Detail Payment Register By Check

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4228	OLDN	1688	E 01	010 203 000 000 305	Sam Wakefield	Sub teacher: 1.18-1.31.23	BP
		PO#: 9071	Invoice	Invoice No: 2/12/2023		2/14/2023	
							Paid Amt: \$1,800.00
							Check Amount: \$1,800.00
4228	OLDN	1693	E 01	005 110 000 000 305	Dakota Academic Consulting Inc	E-rate Consulting Services	BP
		PO#: 9069	Invoice	Invoice No: 2/3/2023		2/14/2023	
							Paid Amt: \$2,950.00
							Check Amount: \$2,950.00
4228	OLDN	1694	E 01	010 203 000 000 430	Wisconsin Center for Education Products	EL curriculum-Rtl & WIDA Model	BP
		PO#: 9099	Invoice	Invoice No: W-0082240		2/14/2023	
							Paid Amt: \$267.00
							Check Amount: \$267.00
4228	OLDN	1029	E 01	005 810 000 000 401	The Home Depot	Janitorial Supplies: ice melt, soap, towels, liners	BP
		PO#: 9123	Invoice	Invoice No: 730609005		2/28/2023	
							Paid Amt: \$2,528.09
							Check Amount: \$2,528.09
4228	OLDN	1053	E 01	010 203 000 000 460	Core Knowledge Foundation	Elementary Textbooks/Workbooks	BP
		PO#: 9125	Invoice	Invoice No: 84977		2/28/2023	
							Paid Amt: \$37.80
							Check Amount: \$37.80
4228	OLDN	1054	E 01	010 420 000 740 394	Integrative Therapy, LLC.	COTA Services 29.08 hrs @\$74/hr	BP
		PO#: 9117	Invoice	Invoice No: 3890		2/28/2023	
							Paid Amt: \$2,152.17
							Check Amount: \$1,215.00
4228	OLDN	1098	E 01	010 203 000 000 305	Teachers on Call	K. Preslaski	BP
		PO#: 9110	Invoice	Invoice No: 143803		2/28/2023	
							Paid Amt: \$255.00
							Check Amount: \$255.00
4228	OLDN	1098	E 01	010 203 000 000 305	Teachers on Call	K. Preslaski	BP
		PO#: 9111	Invoice	Invoice No: 144136		2/28/2023	
							Paid Amt: \$382.50
							Check Amount: \$382.50
4228	OLDN	1116	E 01	010 411 000 740 394	Strategic Staffing Solutions	ASD J. Kast 10.25 hr @\$72/hr	BP
		PO#: 9106	Invoice	Invoice No: 10175-37A		2/28/2023	
							Paid Amt: \$738.00
							Check Amount: \$738.00

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4228	OLDN	1116	E 01	010 420 000 740 394	Strategic Staffing Solutions	ECSE C. Milostan 3.25 hr @ \$72/hr	BP
		Voucher #:	9107	Invoice	Invoice No: 10175-37B	2/28/2023	Paid Amt: \$234.00
							Check Amount: \$234.00
4228	OLDN	1116	E 01	010 420 000 740 394	Strategic Staffing Solutions	EBD P. Bloedoom 1.17 hr @ \$72/hr	BP
		Voucher #:	9108	Invoice	Invoice No: 10175-37C	2/28/2023	Paid Amt: \$84.24
							Check Amount: \$84.24
4228	OLDN	1237	E 01	010 258 000 000 430	JW Pepper	Sheet Music Revolving Children-Music	BP
		Voucher #:	9116	Invoice	Invoice No: 365005945	2/28/2023	Paid Amt: \$43.00
							Check Amount: \$43.00
4228	OLDN	1240	E 01	010 401 000 740 394	Keys to Communication	107.5 hrs @ \$90/hr, + 15 hrs @ \$45/hr Mileage	BP
		Voucher #:	9105	Invoice	Invoice No: 9201804	2/28/2023	Paid Amt: \$10,350.00
							Check Amount: \$10,350.00
4228	OLDN	1241	E 01	010 411 000 740 394	Sheila Merzer	5.5 hrs @ \$125/hr	BP
		Voucher #:	9114	Invoice	Invoice No: 23713	2/28/2023	Paid Amt: \$687.50
							Check Amount: \$687.50
4228	OLDN	1302	E 01	010 203 000 000 401	Toshiba Financial Services	Overages	BP
			E 01	010 605 000 000 560	FY23 Copier		\$202.83
		Voucher #:	9120	Invoice	Invoice No: 5023788577	2/28/2023	Paid Amt: \$614.57
							Check Amount: \$817.40
4228	OLDN	1369	E 01	005 113 000 000 305	BerganKDV Outsourced Services LLC	Financial Management and Account Service	BP
		Voucher #:	9109	Invoice	Invoice No: 1185643	2/28/2023	Paid Amt: \$6,450.00
							Check Amount: \$6,450.00
4228	OLDN	1462	E 01	005 760 000 733 360	Monarch Bus Service Inc	Fieldtrip-Science Museum Gr. 4	BP
		Voucher #:	9124	Invoice	Invoice No: 73160	2/28/2023	Paid Amt: \$696.42
							Check Amount: \$696.42
4228	OLDN	1509	B 01	118 000	Colliers Architecture LLC	Architectural services-site, trash, concessions	BP
		Voucher #:	9113	Invoice	Invoice No: 2021.347.2-1	2/28/2023	Paid Amt: \$13,500.00
							Check Amount: \$13,500.00

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4228	OLDN	1522	E 01	005 810 000 350	Masloski Pest Services		BP
					Pest Application-		
		PO#:		9115 Invoice	Invoice No: 35254	2/28/2023	Paid Amt: \$85.00
							Check Amount: \$85.00
4228	OLDN	1594	E 01	010 203 000 490	InstantWhip- Minneapolis		BP
					Lunch Milk		
		PO#:		9118 Invoice	Invoice No: 4300415768	2/28/2023	Paid Amt: \$330.49
							Check Amount: \$330.49
4228	OLDN	1594	E 01	010 203 000 490	InstantWhip- Minneapolis		BP
					Lunch Milk		
		PO#:		9119 Invoice	Invoice No: 4300416027	2/28/2023	Paid Amt: \$330.49
							Check Amount: \$330.49
4228	OLDN	1610	B 01	118 000	First American Title Insurance Company		BP
					Title insurance-construction draw 17		
		PO#:		9112 Invoice	Invoice No: 1724-1724140740	2/28/2023	Paid Amt: \$350.00
							Check Amount: \$350.00
4228	OLDN	1639	E 01	010 720 000 305	Navigate Care Consulting		BP
					GenEd offsite .25 hrs @ \$90/hr		
					SPED Off Site 4 hrs @ \$90/hr		
		PO#:		9121 Invoice	Invoice No: 5164	2/28/2023	Paid Amt: \$382.50
							Check Amount: \$382.50
4228	OLDN	1688	E 01	010 203 000 305	Sam Wakefield		BP
					Sub teacher: 2.1-2.15.23		
		PO#:		9104 Invoice	Invoice No: 2/15/2023	2/28/2023	Paid Amt: \$2,000.00
							Check Amount: \$2,000.00
4228	OLDN	1695	E 01	010 203 000 305	Jamey Strand		BP
					Sub teacher 2/6-2/14/23 (4 days)		
		PO#:		9103 Invoice	Invoice No: 2/14/2023	2/28/2023	Paid Amt: \$800.00
							Check Amount: \$800.00
4228	OLDN	1696	E 01	010 203 000 401	Toshiba America Business Solutions		BP
					Overages		
		PO#:		9122 Invoice	Invoice No: 5965298	2/28/2023	Paid Amt: \$202.97
							Check Amount: \$202.97
4228	OLDN	1609	B 01	215 013	GIS Benefits		Wire
					Life/LTD/STD:		\$2,392.93
					Dental:		\$2,609.65
					Vision		\$467.03
					PPL:		\$117.00

WOODBURY LEADERSHIP ACADEMY

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4228	OLDN	1609	E 01	005	110 000 000 305	Admin Fees	Wire
		PO#: 9126	Invoice	Invoice No: 2.28.23		2/28/2023	Paid Amt: \$5,641.61
							Check Amount: \$5,641.61
4228	OLDN	1632	E 01	005	810 000 000 330	FY22 Electric Service	Wire
		PO#: 9127	Invoice	Invoice No: 816006781		2/28/2023	Paid Amt: \$2,677.08
							Check Amount: \$2,677.08
4228	OLDN	1632	E 01	005	810 000 000 330	FY22 Electric Service	Wire
		PO#: 9128	Invoice	Invoice No: 816032630		2/28/2023	Paid Amt: \$4,852.46
							Check Amount: \$4,852.46
4228	OLDN	1508	E 01	005	110 000 000 401	01/13/23-Comcast-Internet service	Wire
						12/21/22-1/2	\$399.85
						01/20/23-Tmobile-Cell phone	\$130.00
						12/2/22-1/1/23-ED	\$44.57
						01/28/23-Sangoma-SipStation subscription (Voll	\$10.00
						02/07/23-HumbleFax-Fax service-2/7-3/7/23	\$193.94
						01/30/23-Olive Garden-Working lunch-Admin &	\$51.58
						01/29/23-Amazon-Pocket folders, labels-K Rour	\$14.99
						01/21/23-Adobe-Adobe Pro subscription monthl	\$50.26
						01/19/23-Amazon-Hanging file folders (pink)-En	\$76.89
						01/21/23-Amazon-File folders (pink)-Enrollment	\$180.32
						01/22/23-Amazon-Hanging file folders (pink)-En	\$28.78
						01/29/23-Amazon-Colored copy paper-Enrollmei	\$14.99
						01/00/00-Colored copy paper-Enrollment	\$12.79
						02/05/23-Amazon-Salmon colored copy paper-E	\$13.74
						01/12/23-The Home Depot-Mousetraps	\$52.47
						01/13/23-The Home Depot-Adhesive film-shattei	\$119.88
						01/23/23-Amazon-36" Snow Plow Shovel	\$38.36
						01/24/23-Amazon-Mousetraps	\$13.95
						02/02/23-Amazon-Silicone grease-bathroom rep	\$19.96
						02/03/23-Amazon-Valve handle repair kit-bathro	\$110.46
						02/03/23-Amazon-Valve repair kits-bathroom rep	\$27.30
						02/03/23-Amazon-Valve handle repair kit-bathro	\$9.99
						02/04/23-Amazon-Door stoppers-bathroom repa	\$5.28
						02/05/23-Amazon-Goof Off grafetti remover	\$31.74
						02/06/23-Amazon-Goof Off adhesive remover/cli	\$61.00
						02/06/23-Amazon-Flushometer Super Wrench-t	\$29.03
						02/06/23-Amazon-Sloan valve-bathroom repairs	

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4228	OLDN	1508			First Bankcard		Wire
			E 01	005	810	000 401	\$57.48
			E 01	005	810	000 401	\$46.68
			E 01	005	810	000 330	\$508.77
			E 01	005	640	000 316 366	\$97.00
			E 01	005	110	000 401	\$89.01
			R 01	005	000	000 620	\$423.00
			E 01	010	203	000 490	\$325.46
			E 01	010	203	000 490	\$368.00
			E 01	010	203	000 490	\$224.00
			E 01	010	203	000 490	\$476.00
			E 01	010	203	000 490	\$433.28
			E 01	010	203	000 490	\$5.59
			E 01	010	203	000 490	\$61.49
			E 01	010	630	000 406	(\$279.00)
			E 01	010	203	000 430	\$44.98
			E 01	010	203	000 430	\$257.36
			E 01	010	203	000 430	\$64.44
			E 01	010	203	000 430	\$26.38
			E 01	010	203	000 430	\$113.94
			E 01	010	203	000 430	\$39.71
			E 01	010	203	000 430	\$113.67
			E 01	010	203	000 430	\$28.49
			E 01	010	203	000 430	\$37.95
			E 01	010	203	000 430	\$10.99
			E 01	010	203	000 430	\$6.14
			E 01	010	203	000 430	\$22.58
			E 01	010	203	000 430	\$18.88
			E 01	010	203	000 430	\$67.94
			E 01	010	203	000 430	\$11.90
			E 01	010	203	000 430	\$12.99
			E 01	010	203	000 430	\$22.97
			E 01	010	203	000 430	\$10.00
			E 01	010	203	000 430	\$20.25
			E 01	010	203	000 430	\$22.97
			E 01	010	203	000 430	\$19.76
			E 01	010	203	000 430	\$18.20
			E 01	010	203	000 401	\$1,999.75
			E 01	010	203	000 401	\$227.72

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4228	OLDN	1508			First Bankcard		Wire
		E 01	010	203	000 401	01/24/23-Sams Club-Plates, spoons, envelopes-	\$156.38
		E 01	010	203	000 401	02/06/23-Amazon-Drum set-MS Rock band extr	\$254.99
		E 01	010	203	000 401	01/27/23-Amazon-An American Tail: The Storybk	\$22.24
		E 01	010	203	000 401	02/04/23-Amazon-Spanish Texts: Hello Universe	\$22.48
		E 01	010	203	000 401	01/12/23-Amazon-Clisrm Art-jumbo craft sticks	\$14.50
		E 01	010	203	000 401	01/12/23-Amazon-Clisrm supplies-book rings	\$9.18
		E 01	010	201	000 490	01/24/23-Costco-Cookies-Math goals met	\$29.97
		E 01	010	201	000 490	02/05/23-Sams Club-Royal Ball refreshments-ju	\$95.56
		E 01	010	201	000 430	02/05/23-Amazon-Royal Ball-purple napkins	\$7.40
		E 01	010	201	000 430	02/08/23-Amazon-Electronic whistle-recess	\$11.99
PO#:		Voucher #:	9135	Invoice	Invoice No: 2.15.23	2/15/2023	Paid Amt: \$8,423.53
							Check Amount: \$8,423.53
4228	OLDN	1001			Public Employee Retirement Association		Wire
		B 01	215	007	PERA		\$3,830.25
PO#:		Voucher #:	9131	Invoice	Invoice No: S2023160	2/28/2023	Paid Amt: \$3,830.25
							Check Amount: \$3,830.25
4228	OLDN	1002			Teachers Retirement Association		Wire
		B 01	215	006	TRA		\$19,245.46
PO#:		Voucher #:	9133	Invoice	Invoice No: S2023160	2/28/2023	Paid Amt: \$19,245.46
							Check Amount: \$19,245.46
4228	OLDN	1003			Internal Revenue Service		Wire
		B 01	215	002	Federal Withholding		\$9,345.48
		B 01	215	005	FICA		\$21,714.40
PO#:		Voucher #:	9130	Invoice	Invoice No: S2023160	2/28/2023	Paid Amt: \$31,059.88
							Check Amount: \$31,059.88
4228	OLDN	1004			MN Department of Revenue Service		Wire
		B 01	215	003	MN Withholding		\$4,886.84
PO#:		Voucher #:	9132	Invoice	Invoice No: S2023160	2/28/2023	Paid Amt: \$4,886.84
							Check Amount: \$4,886.84
4228	OLDN	1128			AssociatedBank		Wire
		B 01	215	017	HSA		\$2,008.90
PO#:		Voucher #:	9129	Invoice	Invoice No: S2023160	2/28/2023	Paid Amt: \$2,008.90
							Check Amount: \$2,008.90

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4228	OLDN	1417	B 01	215 011	VOYA	2/28/2023	Wire
		Voucher #:	9134	Invoice	Invoice No: S2023160		
							Paid Amt: \$1,739.90
							Check Amount: \$1,739.90
							Report Total: \$510,420.97



Meeting: Finance Committee Meeting Agenda/Minutes

Date: Wednesday, March 15, 2023

Time: 4.30pm

Location: Virtual Meeting

Meeting Minutes

Meeting Call to Order and Roll Call - 4:41

Members present - Mandi Folks, Judith Darling, Kathleen Mortensen, Brenda Kes, Jolene Skordahl

Members not present - Bruna Burns

WLA Mission & Vision – Jolene Skordahl

Mission: The mission of WLA is to utilize leadership based programs and strategies grounded in solid research, combined with the demonstrated success of Core Knowledge curriculum as a basis of a rigorous overall educational program that builds strong skills in math, reading, literature, writing, music, science, and technology.

Vision: The vision of WLA is to be a school where students and graduates become exceptional leaders and are prepared to take on the academic and leadership challenges they will face as they transition into high school.

Development, Discussion, and Recommendations

1. Review financial statements for February 2022 - Brenda Kes
2. Review enrollment for 23-24 projected budget - Brenda Kes
3. Review amended 22-23 budget to present to the board. To be presented at the BOD meeting.
4. Review proposed budget model - Brenda Kes and Dr. Mortensen to review further.
5. Review ERC Credit - Dr. Mortensen, tabled, more information needed.
6. Review the Ed's Employment agreement and clarified wording - discussion ensued.

Housekeeping

1. Review ERC Credit

Next Regularly Scheduled WLA Board of Directors Finance Committee Meeting

Date: Wednesday, April 12, 2023

Time: 4:30 pm

Location: Virtual / Woodbury Leadership Academy-Conference Room
8089 Globe Drive, Woodbury, MN 55125

Adjournment @5:49



Meeting: Governance Committee Minutes

Date: Thursday, March 16th, 2023

Time: 4:37 PM

Location: Zoom Meeting (Meeting ID: 884 335 1981, Passcode: WLArocks)

MEETING MINUTES

Members Present: Kathy Mortensen, Shelbi Pool (arrived at 4:45), and Jessica Erickson, Erin Neumann (arrived at 5pm) and Natalie Sjoberg

Members Absent: None

Development, Discussion, and Recommendations

- Review student/family handbook
 - Continuing to add info and edits
- Review employee handbook
 - Reviewed and completed revised
 - Will be available virtually for staff
- 510 - Retention Policy
 - Ready for the second reading.
- 206 - PUBLIC PARTICIPATION IN BOARD OF DIRECTORS MEETINGS/
COMPLAINTS ABOUT PERSONS AT BOARD OF DIRECTORS MEETINGS AND
DATA PRIVACY CONSIDERATIONS
 - Ready for second reading.
- 208- DEVELOPMENT, ADOPTION AND IMPLEMENTATION OF POLICIES
 - Ready for second reading

Future Discussions

- Creation of “Grading Policy”
- Policies 210.1, 211, and 214
- Annual policies review
- Discussion of committee chair/members

Housekeeping

Next Regularly Scheduled WLA Board of Directors Governance Committee Meeting

Date: April 13th, 2023

Time: 4:30 p.m.

Location: Zoom Meeting (Meeting ID: 884 335 1981, Passcode: WLArocks)

Adjournment 5:08PM



WOODBURY LEADERSHIP ACADEMY

Adopted: April 25, 2017 ~~MSBA/MASA Model Policy 206—Orig. 1995—Rev. 2015~~

Revised: March 16, 2023

206 PUBLIC PARTICIPATION IN BOARD OF DIRECTORS MEETINGS/ COMPLAINTS ABOUT PERSONS AT BOARD OF DIRECTORS MEETINGS AND DATA PRIVACY CONSIDERATIONS

I. PURPOSE

- A. The Board of Directors (BOD) recognizes the value of participation by the public in deliberations and decisions on school matters. At the same time, the BOD recognizes the importance of conducting orderly and efficient proceedings, with opportunity for expression of all participants' respective views.
- B. The purpose of this policy is to provide procedures to assure open and orderly public discussion as well as to protect the due process and privacy rights of individuals under the law.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the Board of Directors (BOD) is to encourage discussion by citizens of subjects related to the management of the school at BOD meetings. The BOD may adopt reasonable time, place, and manner restrictions on public expression in order to facilitate free discussion by all interested parties.
- B. The BOD shall, as a matter of policy, protect the legal rights to privacy and due process of employees and students.

III. DEFINITIONS

- A. "Personnel data" means government data on individuals maintained because the individual is or was an employee or applicant for employment. For purposes of this policy, "employee" includes a volunteer or an independent contractor.

- B. Personnel data on current and former employees that is "public" includes:

Name; employee identification number, which must not be the employee's social security number; actual gross salary; salary range; terms and conditions of employment relationship; contract fees; actual gross pension; the value and nature of employer paid fringe benefits; the basis for and the amount of any added remuneration, including expense reimbursement, in addition to salary; bargaining unit; job title; job description; education and training background; previous work experience; date of first and last

employment; the existence and status of any complaints or charges against the employee, regardless of whether the complaint or charge resulted in a disciplinary action; the final disposition of any disciplinary action ~~as defined in Minn. Stat. § 13.43, Subd. 2(b)~~, together with the specific reasons for the action and data documenting the basis of the action, excluding data that would identify confidential sources who are employees of the public body; the terms of any agreement settling any dispute arising out of the employment relationship, including an **Executive Director (ED)** buyout agreement, except that the agreement must include specific reasons for the agreement if it involves the payment of more than \$10,000 of public money; work location; work telephone number; badge number; work related continuing education; honors and awards received; and payroll time sheets or other comparable data that are only used to account for employee's work time for payroll purposes, except to the extent that release of time sheet data would reveal the employee's reasons for the use of sick or other medical leave or other not public data.

C. Personnel data on current and former applicants for employment that is "public" includes:

Veteran status; relevant test scores; rank on eligible list; job history; education and training; and work availability. Names of applicants shall be private data except when certified as eligible for appointment to a vacancy or when applicants are considered by the appointing authority to be finalists for a position in public employment. For purposes of this subdivision, "finalist" means an individual who is selected to be interviewed by the appointing authority prior to selection.

D. "Educational data" means data maintained by the school which relates to a student.

E. "Student" means an individual currently or formerly enrolled or registered in the school, or applicants for enrollment, or individuals who receive shared time services.

F. Data about applicants for appointments to a public body, including a school BOD, collected by the school as a result of the applicant's application for appointment to the public body are private data on individuals, except that the following are public: name; city of residence, except where the appointment has a residency requirement that requires the entire address to be public; education and training; employment history; volunteer work; awards and honors; prior government service; and any data required to be provided or that is voluntarily provided in an application to a multi-member agency ~~pursuant to Minn. Stat. § 15.0597~~; and veteran status. Once an individual has been appointed to a public body, the following additional items of data are public: residential address; either a telephone number or electronic mail address where the appointee can be reached, or both at the request of the appointee; provided, however, any electronic mail address or telephone number provided by a public body for use by an appointee shall be public. An appointee may use an electronic mail address or telephone number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached.

A. School employees have a legal right to privacy related to matters which may come before the BOD, including, but not limited to, the following:

1. right to a private hearing for teachers, ~~pursuant to Minn. Stat. § 122A.40, Subd. 14 (Teachers Discharge Hearing);~~
2. right to privacy of personnel data ~~as provided by Minn. Stat. § 13.43 (Personnel Data);~~
3. right to consideration by the BOD of certain data treated as not public ~~as provided in Minn. Stat. § 13D.05 (Not Public Data);~~
4. right to a private hearing for licensed or non-licensed head varsity coaches to discuss reasons for nonrenewal of a coaching contract ~~pursuant to Minn. Stat. § 122A.33, Subd. 3;~~

B. School students have a legal right to privacy related to matters which may come before the BOD, including, but not limited to, the following:

1. right to a private hearing, ~~Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing);~~
2. right to privacy of educational data, ~~Minn. Stat. § 13.32 (Educational Data); 20 U.S.C. § 1232g (FERPA);~~
3. right to privacy of complaints as provided by child abuse reporting and discrimination laws, ~~Minn. Stat. § 626.556 (Reporting of Maltreatment of Minors) and Minn. Stat. Ch. 363A (Minnesota Human Rights Act);~~

V. THE PUBLIC'S OPPORTUNITY TO BE HEARD

The BOD will strive to give all citizens of the school an opportunity to be heard and to have complaints considered and evaluated, within the limits of the law and this policy and subject to reasonable time, place, and manner restrictions. Among the rights available to the public is the right to access public data ~~as provided by Minn. Stat. § 13.43, Subd. 2 (Public Data).~~

VI. PROCEDURES

A. Agenda Items

1. Citizens who wish to have a subject discussed at a public BOD meeting are encouraged to notify the ED's office in advance of the BOD meeting. The citizen should provide his or her name, address, the name of group represented (if any), and the subject to be covered or the issue to be addressed.
2. Citizens who wish to address the BOD on a particular subject should identify the subject and identify agenda item(s) to which their comments pertain.

3. The BOD chair will recognize one speaker at a time, and will rule out of order other speakers who are not recognized. Only those speakers recognized by the chair will be allowed to speak. Comments by others are out of order. Individuals who interfere with or interrupt speakers, the BOD, or the proceedings may be

directed to leave.

4. The BOD retains the discretion to limit discussion of any agenda item to a reasonable period of time as determined by the BOD. If a group or organization wishes to address the BOD on a topic, the BOD reserves the right to require designation of one or more representatives or spokespersons to speak on behalf of the group or organization.
5. Matters proposed for placement on the agenda which may involve data privacy concerns, which may involve preliminary allegations, or which may be potentially libelous or slanderous in nature shall not be considered in public, but shall be processed as determined by the BOD in accordance with governing law.
6. The BOD chair shall promptly rule out of order any discussion by any person, including BOD members, that would violate the provisions of state or federal law, this policy or the statutory rights of privacy of an individual.
7. Personal attacks by anyone addressing the BOD are unacceptable. Persistence in such remarks by an individual shall terminate that person's privilege to address the BOD.
8. Depending upon the number of persons in attendance seeking to be heard, the BOD reserves the right to impose such other limitations and restrictions as necessary in order to provide an orderly, efficient, and fair opportunity for those present to be heard.

B. Complaints

1. Routine complaints about a teacher or other employee should first be directed to that teacher or employee or to the employee's immediate supervisor.
2. If the complaint is against an employee relating to child abuse, discrimination, racial, religious, or sexual harassment, or other activities involving an intimidating atmosphere, the complaint should be directed to the employee's supervisor or other official as designated in the school policy governing that kind of complaint. In the absence of a designated person, the matter should be referred to the ED.
3. Unresolved complaints from Paragraph 1. of this section or problems concerning the school should be directed to the ED's office.
4. Complaints which are unresolved at the ED's level may be brought before the BOD by notifying the BOD in writing.

C. Open Forum

The BOD shall normally provide a specified period of time when citizens may address the BOD on any topic, subject to the limitations of this policy. The BOD reserves the right to allocate a specific period of time for this purpose and limit time for speakers accordingly.

The BOD may decide to hold certain types of public meetings where the public will not

be invited to address the BOD. Possible examples are work sessions and board retreats. The public will still be entitled to notice of these meetings and will be allowed to attend these meetings, but the public will not be allotted time during the meeting to address the BOD.

D. No Board Action at Same Meeting

Except as determined by the BOD to be necessary or in an emergency, the BOD will not take action at the same meeting on an item raised for the first time by the public.

VII. PENALTIES FOR VIOLATION OF DATA PRIVACY

- A. The school is liable for damages, costs and attorneys' fees, and, in the event of a willful violation, punitive damages for violation of state data privacy laws. ~~(Minn. Stat. § 13.08, Subd. 1)~~
- B. A person who willfully violates data privacy is guilty of a misdemeanor. ~~(Minn. Stat. § 13.09)~~
- C. In the case of an employee, willful violation constitutes just cause for suspension without pay or dismissal. ~~(Minn. Stat. § 13.09)~~

~~Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 13.43 (Personnel Data)
Minn. Stat. § 13.601, Subd. 3 (Applicants for Appointment)
Minn. Stat. § 13D.05 (Open Meeting Law)
Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing)
Minn. Stat. § 122A.33, Subd. 3 (Coaches; Opportunity to Respond) Minn. Stat. § 122A.40, Subd. 14 (Teacher Discharge Hearing) Minn. Stat. § 122A.44 (Contracting with Teachers)
Minn. Stat. § 123B.02, Subd. 14 (Employees; Contracts for Services)~~

Policy 206 Page 5 of 6

~~Minn. Stat. § 123B.143, Subd. 2 (Disclose Past Buyouts or Contract is Void) Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
Minn. Stat. § 626.556 (Reporting of Maltreatment of Minors) 20 U.S.C. § 1232g (Family Educational Rights and Privacy Act) Minn. Op. Atty. Gen. 852 (July 14, 2006)~~

~~Cross References: MSBA/MASA Model Policy 205 (Open Meetings and Closed Meetings)
MSBA/MASA Model Policy 207 (Public Hearings)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data) MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records) MSBA Service Manual, Chapter 13, School~~

~~Law Bulletin “C” (Minnesota’s Open Meeting Law)~~

~~-MSBA Service Manual, Chapter 13, School Law Bulletin “P” (School Records – Privacy – Access to Data)~~



WOODBURY LEADERSHIP ACADEMY

Adopted: April 25, 2017 ~~MSBA/MASA Model Policy 208—Orig. 1995—Rev. 2015~~

Revised: March 16, 2023

208 DEVELOPMENT, ADOPTION AND IMPLEMENTATION OF POLICIES

I. PURPOSE

The purpose of this policy is to emphasize the importance of the policy-making role of the Board of Directors (BOD) and provide the means for it to continue to be an ongoing effort.

II. GENERAL STATEMENT OF POLICY

Formal guidelines are necessary to ensure the school community that the school system responds to its mission and operates in an effective, efficient, and consistent manner. A set of written policy statements shall be maintained and modified as needed. Policies should define the desire and intent of the BOD and should be in a form which is sufficiently explicit to guide administrative action.

III. DEVELOPMENT OF POLICY

- A. The BOD has jurisdiction to legislate policy for the school with the force and effect of law. BOD policy provides the general direction as to what the BOD wishes to accomplish while delegating implementation of policy to the administration.
- B. The BOD's written policies provide guidelines and goals to the school community. The policies shall be the basis for the formulation of guidelines and directives by the administration. The BOD shall determine the effectiveness of the policies by evaluating periodic reports from the administration.
- C. Policies may be proposed by a BOD member, employee, or student of the school. Proposed policies or ideas shall be submitted to the Executive Director (ED) for review prior to possible placement on the BOD agenda.

IV. ADOPTION OF POLICY

- A. The ~~BOD~~ Governance Committee shall give notice of proposed policy changes or adoption of new policies by placing the item on the agenda of two BOD meetings. The proposals shall be distributed and public comment will be allowed at both meetings prior to the final BOD vote, which may be at the second meeting.
- B. The final vote taken to adopt the proposed policy shall be approved by a simple majority vote of the BOD at the second meeting.
- C. In the case of an emergency, a new or modified policy may be adopted by a majority vote of a quorum of the BOD. A statement regarding the emergency and the need for



immediate adoption of the policy shall be included in the minutes. The emergency policy shall expire within one year following the emergency action unless the policy adoption procedure stated above is followed and the policy is reaffirmed. The BOD shall have discretion to determine what constitutes an emergency situation.

- D. If a policy is modified with minor changes that do not affect the substance of the policy or because of a legal change over which the BOD has no control, the modified policy may be approved at one meeting at the discretion of the BOD.

V. IMPLEMENTATION OF POLICY

- A. The ED shall be responsible for implementing BOD policies and developing administrative guidelines and directives to provide greater specificity and consistency in the process of implementation. These guidelines and directives, including employee and student handbooks, shall be subject to annual review and approval by the BOD.
- B. Each BOD member shall have access to this policy manual, ~~and the policies will be available online through the school website. Paper copies of policies may be requested through the school's main office. and a copy shall be placed in the ED's office. Manuals shall be available in the ED's office and made available for reference purposes to other interested persons.~~
- C. The ED, employees designated by the ED, and individual BOD members shall be responsible for keeping the policy manuals current.
- D. The BOD shall review policies at least once every three years. The ED shall be responsible for developing a system of periodic review, addressing approximately one third of the policies annually. In addition, the BOD shall review the following policies annually:

410 Family and Medical Leave Policy

413 Harassment and Violence

414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse

415 Mandated Reporting of Maltreatment of Vulnerable Adults

506 Student Discipline

514 Bullying Prohibition Policy

522 Student Sex Nondiscrimination

524 Internet Acceptable Use and Safety Policy

616 School District System Accountability

806 Crisis Management Policy.

- E. When no BOD policy exists to provide guidance on a matter, the ED is authorized to act appropriately under the circumstances keeping in mind the educational philosophy and



financial condition of the school. Under such circumstances, the ED shall advise the BOD of the need for a policy and present a recommended policy to the BOD for approval.

~~Legal References: Minn. Stat. § 123B.02, Subd. 1 (School District Powers)
Minn. Stat. § 123B.09, Subd. 1 (School Board Powers)~~

~~Cross References: MSBA/MASA Model Policy 305 (Policy Implementation)~~



WOODBURY LEADERSHIP ACADEMY

Adopted: November 20, 2019

Updated: March 15, 2021

~~Board Approved:~~

Revised: February 12, 2023

510 Promotion/Retention Policy

I. PURPOSE

The primary goal at Woodbury Leadership Academy (WLA) in grades K-8 is for students to achieve solid levels of reading and math literacy, delivered through the Core Knowledge curriculum sequence. The purpose of this policy is to provide guidance to professional staff, parents, and students regarding student performance as it relates to grade-level promotion and retention.

II. GENERAL STATEMENT OF POLICY

The goal at Woodbury Leadership Academy is to ensure that all students develop and maintain the educational foundations needed to advance through subsequent performance levels, according to Minnesota Academic Standards and the Core Knowledge curriculum sequence.

III. GUIDELINES

- A. Students are expected to be making adequate progress in reading and language arts in order to be promoted to the next grade level. Not meeting the criteria may constitute grounds for retention. **Retention is the final decision of the WLA Response to Intervention (RtI) team, Executive Director, and classroom teachers, based on instructional staff input and student achievement data.**
- ~~a. Students in grades K-5 will be assessed three times by the classroom teacher throughout the school year to determine reading skill levels. Students should demonstrate reading skills, as measured by Reading A-Z, as follows:~~
- ~~i. Kindergarten: Students should demonstrate skills at or above Level C. Students in Kindergarten must also achieve 100% mastery of the phonograms taught.~~
 - ~~ii. First Grade: Students should demonstrate skills at or above Level I.~~
 - ~~iii. Second Grade: Students should demonstrate skills at or above Level N.~~
 - ~~iv. Third Grade: Students should demonstrate skills at or above Level T.~~
 - ~~v. Fourth Grade: Students should demonstrate skills at or above Level W.~~
 - ~~vi. Fifth Grade: Students should demonstrate skills at or above Level Z.~~
- ~~b. Students in grades six, seven and eight should demonstrate scores in reading and math that are at grade level or above, as measured by the NWEA MAP assessments which are facilitated in the fall and the spring. Also, students in grades six, seven and eight should~~

demonstrate passing scores (“meets” or “exceeds”) on the MCA’s which are facilitated in the spring.

e. Age: Students must fall within the following age to be placed in a specific grade:

i. A student must be 5 years old by September 1st to enter Kindergarten.

ii. A student must be 6 years old by September 1st to enter First Grade.

iii. A student must be 7 years old by September 1st to enter Second Grade.

d. Math Automaticity (math facts): Students must demonstrate math fact automaticity for their grade level by the end of the year.



NOTE: FPM – Facts Per Minutes

Grade	Addition	Subtraction	Multiplication	Division
K	Not tested	Not tested	Not tested	Not tested
1	Not timed to 9+9	Not timed to 18-9	Not tested	Not tested
2	20 FPM to 9+9	20 FPM to 18-9	15 FPM 0, 1, 2, 3, 4, 5, 10s (second semester)	Not tested
3	20 FPM to 9+9	20 FPM to 18-9	15 FPM to 9x9	15 FPM to 81 ÷ 9
4	25 FPM to 10+10	25 FPM to 18-9	20 FPM to 12x12	18 FPM to 144 ÷ 12
5	30 FPM to 10+10	30 FPM to 20-10	25 FPM to 12x12	25 FPM to 144 ÷ 12
6	35 FPM to 12+12	35 FPM to 20-10	35 FPM to 12x12	35 FPM to 144 ÷ 12

* 1st Grade tests are limited to 15 min and number lines are not available during the third trimester

B. Classroom Grades: students must complete 70% of their graded state standards at a level 2 or above in language arts and math. This percentage is an average of all three trimesters. Students with a cumulative failing grade (F) at year end in any two core classes, or three or more failing grades in all classes (including one or more core classes and specials and/or elective classes) will be considered for grade retention. Retention is the final decision of the WLA Response to

~~Intervention (RtI) team, Executive Director, and classroom teachers, based on instructional staff input and student achievement data.~~

IV. NOTIFICATION

If retention is a possibility, parents will be notified in advance through phone communications with teachers, including face-to-face conversations, emails, phone calls, parent/teacher conferences, and/or mailings pertaining to grades and performance. The ~~final~~ determination for promotion to the next grade level will be made by administration and classroom teachers based on the above criteria. **In the event that administration and classroom teachers do not agree, the final decision will be made by the administration team.** Special education students and students on 504 plans, with modified curriculum requirements, will be considered according to their plan specifications.

Meeting: Facilities Committee

Date: Tuesday, February 14th, 2023 Time: 4:30 p.m. Location: Virtual

Meeting Minutes: The meeting was called to order by Jason Livingston at 4:30 p.m.

Role call. Members Present:, Jason Livingston, Kathy Mortensen, Julie Ohs, Rich Washington and Ben Broderick

Members Absent: Ryan Sheak

Others in attendance: Shawn Smith, Nancy Baumann

The meeting ended at 5:30 p.m. Development, Discussion, and Recommendations

**Donation & RE Tax Exemption: Kepler filed exemption application 12/22/21!

*Note – a value appeal is under way and there might be a refund in 2022 – Amount TBD. From Nick F: We need to exchange a trial appraisal in most cases in Washington County. This is going to take a long time to settle.

Trial was set for May 2, 2023, so I imagine we'll be done before then

** All construction is available at:

Information Turnover: https://wildamerecapitalman-my.sharepoint.com/:f/g/personal/ssmith_wildamere_com/El-DpqLpreRAoBmO1iNGDUcBxYsexL_NVzERkoKaNOyGBQ?e=YYwhOf

**Operations & Maintenance Manuals are finalized and uploaded. One physical copy will be delivered to school to be kept in current 1st floor conference room in Bldg. A.

**Sources and Uses Summary: See attached.

- Construction (“Project”) Fund: \$55.79 (End of Jan. Balance)
 - o Closed in May 2021 with \$10,054,616.35
 - o Disbursement #17: \$184,815.03 – FINAL (Adjusted)
 - o 100% Complete for “Schoolhouse Addition”
- Expense Fund: \$38,389.06 (End of Jan Balance)
- Capital Repair & Replacement Fund: \$131,607.74 (End of Jan. Balance)

Project & Design Update

- Certificate of Occupancy: issued for September 8, 2022
- Certificate of SUBSTANTIAL Completion (From Architect): 7/15/22
 - o 1-year warranty starts (Except for delayed items listed on form)
- Certificate of FINAL Completion (From Architect): 12/30/22
- Stage Curtains: Installed. Smoke Alarm needs to be relocated per fire marshal – work scheduled.
- Lot 3 and 4: Complete except for Woodbury Comments - included below
- Contingency/Close Out – See attached summary

Other

- Colliers Arch: Agreed to \$13,500 for extra work (included below): Items #3, #4, and #6. We'll need them

to sign a final lien waiver for the Completion Certificate.

- 1-yr. warranty inspection: June 13, 2023
- Earmark funds for potential commissioning requirement per Review and Comment – Attachment #1, Item #iii, or 1/19/20 MDE Positive Review and Comment Letter. \$30,000 was earmarked in our original project budget – funds that have since been reimbursed to WLA to close out the project.
- Trustee: Next important date: 2/28//22 – Expiration date of Extended completion date expenditures per

Sect. 4.08 of the Tax Regulatory Agreement. With back up system installed, this should not be an issue.

- Landscaping Escrow – \$5,000 currently held by City of Woodbury.

Next Steps:

- 1) Sign: Completion Certificate for Trustee (See Sect. 5.9 of Loan Agreement.
- 2) New chair for this committee.
- 3) Direction/Mission for this committee moving forward.