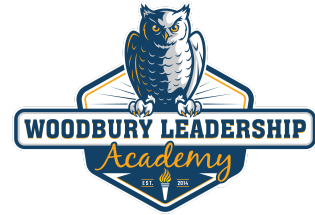


**Woodbury Leadership Academy  
Board of Directors Meeting Minutes  
April 27, 2023**



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

**Directors Absent:** None.

**Administration Present:** Dr Kathleen Mortensen (Executive Director), Ben Broderick (Principal)

**Advisors Virtual:** BerganKDV, VOA Representative

**Others in Attendance:** A few 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. Ohs 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 April 27, 2023 meeting agenda.” Ms. Ohs seconded. Motion passed unanimously.

**3.2 Approval of March 23, 2023 Meeting Minutes**

Ms. Sjoberg moved “to approve the March 23, 2023 meeting minutes.” Ms. Folks seconded. Motion passed unanimously.

**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 of parents of WLA made comments on the topic of the possible merger.

**6. Board and Administration Reports**

**6.1 Board Report**

Ms. Pool mentioned that they will go over MSA’s non-negotiables later in the meeting. Ms. Pool also mentioned that the Board will need to send a survey to get feedback for Dr. Mortensen for when they do her evaluation.

**6.2 Director Report**

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

- The Responsive Classroom Foundation will be holding a regional training this summer at WLA.
- Hired our second principal, Nicholas Rice, that will be starting for the 23-24 school year.
- The VOA Conference is coming up June 12-14th and hoping for a Board member to attend.

### **6.3 Financial Director Report (BKDV)**

Ms. Kes reviewed the March 2023 Executive Summary in the Board packet, noting the actual ADM is 672. The school currently has 101 days' cash on hand which is well above the requirement. The year is 75% complete, revenues are at 74.8% and expenditures disbursed are at 70.7% of the reporting period.

Ms. Kes reviewed the March 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 April 12. During this meeting, the committee reviewed the financial statements, proposed budget model, and ERC Credit. The committee also reviewed contracts with Pest Control and Lawn Care companies.

#### **6.4.1. Accept March Financials and April Finance Committee Minutes**

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

### **6.5 Governance Committee Report**

Ms. Sjoberg reported the Governance Committee met on April 13. During this meeting, there was discussion regarding the creation of a grading policy that was a proposal for the standards "referenced" grading policy.

#### **6.5.1. Accept April Governance Committee Minutes and enter policies 510, 206, and 208 into second reading.**

Ms. Sjoberg motioned "to approve April Governance Committee Minutes and enter policies 410, 413, 414, 415, 506, 514, 522, 524, 616, and 806 into first reading." Mrs. Ohs seconded. Motion passed unanimously.

### **6.6 Facilities Committee Report**

Mr. Sheak reported that the Facilities Committee met on April 18. During this meeting, the committee discussed the future playground and the options that were available. The committee wanted to ensure that this playground was inclusive and best for all students. We are very excited about the playground and hoping that it will be ready to go before the snow comes!

Mr. Sheak motioned "to approve the March Facilities Committee Minutes." Ms. Skordahl seconded. Motion passed unanimously.

Ms. Folks motioned "to accept the resignation of Jason Livingston, appoint Ryan Sheak as the chair, and appoint Ben Broderick as a member of the Facilities Committee." Ms. Skordahl seconded. Motion passed unanimously.

## **7. Board Discussion and Business**

### **7.1 Elections - Call for Board Candidate Nominations**

Ms. Folks informed the Board of the open spots for the Board of Directors and reviewed the process for the nomination process.

### **7.2 Lawn Service Contract**

### **7.3 Pest Control Contract**

Ms. Folks made a motion "to approve the Paffy's Pest Control and Lawn Service contracts." Ms. Ohs seconded the motion. Motion passed unanimously.

### **7.4 Merger Update**

Dr. Mortensen gave an update regarding the merger and discussed Math and Science Academy's non-negotiables. Dr. Mortensen presented the side by side comparison of WLA and MSA for secondary school programming. Discussion ensued.

Ms. Skordahl made a motion "to discontinue discussion of merging with Math and Science Academy." Ms. Sjoberg seconded the motion. Roll call vote: Mandi Folks, Julie Ohs, Shelbi Pool, Ryan Sheak, Natalie Sjoberg, Jolene Skordahl, and Rich Washington voted yes. No votes for no. Motion passed unanimously.

## **8. Board Communication & Future Items**

### **8.1 Board Communication/Future Agenda Items**

Ms. Pool encouraged stakeholders to join the WLA Board and also reminded them that they will be working on sending out an evaluation of Dr. Mortensen.

## **9. Housekeeping**

### **WLA Annual Board of Directors Meeting**

Date: Thursday, May 25th, 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. Sjoberg seconded the motion. Motion passed unanimously. The meeting adjourned at 7:04 PM.

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