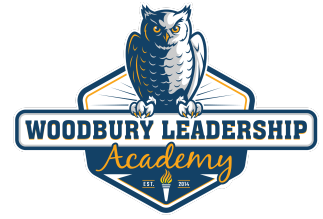


**Woodbury Leadership Academy
Board of Directors Meeting Minutes
March 23, 2023**



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

Others in Attendance: Several WLA parents and community members

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 5:30 PM.

1.2 Roll Call

Ms. Schrandt took roll.

2. WLA Mission and Vision

Ms. Sjoberg read the WLA Mission and Vision Statements.

3. Approval of Agenda/Meeting Minutes

3.1 Approval of Meeting Agenda

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

3.2 Approval of February 27, 2023 Meeting Minutes

Ms. Pool moved “to approve the February 27, 2023 meeting minutes.” Ms. Ohs seconded. Mandi Folks, Julie Ohs, Shelbi Pool, Ryan Sheak, Jolene Skordahl, Rich Washington voted yes. Natalie Sjoberg 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 few parents of WLA made comments on the topic of the possible merger.

6. Board and Administration Reports

6.1 Board Report

Ms. Pool thanked stakeholders for completing merger surveys. Elections are coming up and the Board will be organizing a committee to start this and get everything ready. There will be a teacher, parent, and community member seat open.

6.2 Director Report

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

- Governor Walz passed free lunches for students and WLA is starting to collect bids for our lunch program. There will be a lot of things we will have to do to start this. WLA is excited for this to begin!
- New paraprofessional and substitute teacher joining our staff
- Administration surveys were completed by staff members for them to review and reflect.
- Addition of a second Principal and moving forward with the interview process

6.3 Financial Director Report (BKDV)

Ms. Kes reviewed the February 2023 Executive Summary in the Board packet, noting the actual ADM is 672. The school currently has 106 days' cash on hand which is well above the requirement. The year is 67% complete, revenues are at 67.1% and expenditures disbursed are at 63.2% of the reporting period. Ms. Kes reviewed the February 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 March 15th. During this meeting, the committee reviewed financial statements for February 2023, reviewed the 23-24 projected budget, and reviewed the amended 22-23 budget to present to the Board.

6.4.1. Accept February Financials and March Finance Committee Minutes

Ms. Skordahl reported that the committee met on March 15th and review financial statements, amended budget, proposed budget model, and ERC Credit.

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

Ms. Skordahl motioned "to approve the amended budget for the 22-23 school year." Ms. Folks seconded the motion. Motion passed unanimously.

6.5 Governance Committee Report

Ms. Sjoberg reported the Governance Committee met March 16th. The Committee discussed the continuation of editing the student/family/employee handbooks as well as reviewed a few policies to prepare for a second reading.

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

Ms. Sjoberg motioned "to accept March Governance Committee Minutes and enter policies 510, 206, and 208 into second reading." 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. The March meeting was postponed to March 28.

Ms. Ohs motioned “to accept the February Facilities Committee Minutes.” Mr. Sheak seconded. Motion passed unanimously.

7. Board Discussion and Business

7.1 Merger Update

Ms. Pool read the response letter from MSA regarding WLA questions. Dr. Mortensen shared survey results and discussed the options roadmap. Discussion ensued regarding the merger and next steps. The Board decided that they would create a list of non-negotiables and would ask for MSA to respond to those. Additionally, WLA will create a growth plan for scenarios of not merging.

Ms. Skordahl motioned to “ratify the employee agreements of April Harrington and Ann Polachek.” Ms. Ohs seconded the motion. Motion passed unanimously.

8. Board Communication & Future Items

8.1 Board Communication/Future Agenda Items

Ms. Pool thanked the stakeholders for their thoughts and appreciate the support of WLA’s families to our school.

9. Housekeeping

WLA Annual Board of Directors Meeting

Date: Thursday, April 27th, 2023

Time: 5:30pm

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

10. Adjournment

Ms. Sjoberg motioned “to adjourn tonight’s meeting.” Ms. Folks seconded the motion. Motion passed unanimously. The meeting adjourned at 7:50 PM.

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

DRAFT