

**Woodbury Leadership Academy
Board of Directors Meeting Minutes
January 26th, 2023**



Directors Present: Mandi Folks, Julie Ohs, Natalie Sjoberg, Jolene Skordahl, Rich Washington

Directors Absent: Shelbi Pool, Ryan Sheak

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

Advisors Virtual: BerganKDV

Others in Attendance: Many WLA parents & MSA staff

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

1. Meeting Call to Order and Roll Call

1.1 Meeting Call to Order

Ms. Folks called the meeting to order at 5:30 PM.

1.2 Roll Call

Ms. Schrandt took roll.

2. WLA Mission and Vision

Mr. Washington read the WLA Mission and Vision Statements.

3. Approval of Agenda/Meeting Minutes

3.1 Approval of Meeting Agenda

Ms. Folks wanted to note that the agenda should display that this meeting is a regular meeting rather than an annual meeting. She also noted it should say 2023 and not 2022. Ms. Folks moved “to approve the January 26, 2023 meeting agenda with the edit.” Ms. Ohs seconded. Motion passed unanimously.

3.2 Approval of November 17, 2022 Meeting Minutes

Ms. Skordahl moved “to approve the November 17, 2022 meeting minutes.” Ms. Ohs seconded. Motion passed unanimously.

4. Conflict of Interest Declaration

Ms. Folks asked if there were any conflicts of interest for items on the agenda. None were noted.

5. Public Comment

5.1 Delegation of Public Comment Items

Ms. Folks noted that there were several people signed up to comment tonight. Ms. Folks said she was excited to hear thoughts and did not put a time limit on the comments, but to please keep comments concise and respectful.

Several WLA parents and MSA staff made comments on the topic of the possible merger. Comments were both positive and negative towards the merger.

6. Board and Administration Reports

6.1 Board Report

Ms. Folks presented the Family Satisfaction Survey that had gone out to our stakeholders. This survey reviewed families satisfaction with the academic instruction, social emotional needs, and the school calendar. Ms. Folks also took this time to discuss an update on the Board training of Board members.

6.2 Director Report

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

- 2023-2024 new student applications - about 119 kindergarten, with 216 total applications overall
- Samantha Olson and Cody Bloomer made incredible gains for Middle School Math.
- Adding two flex learning days for 7th and 8th graders due to 4 snow days
- APEX Fundraiser success!

Mr. Broderick reported on WLA's strategic planning goal for safety and building community among stakeholders. He touched on the many events that have been going on the last month at our facilities. He also mentioned that the cameras in the building are up and running.

6.3 Financial Director Report (BKDV)

Ms. Kes reviewed the December 2022 Executive Summary in the Board packet, noting the actual ADM is 691. The school currently has 108 days' cash on hand which is well above the requirement. The year is 50% complete, revenues are at 49.8% and expenditures disbursed are at 45% of the reporting period.

Ms. Kes reviewed the December 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 January 11th. During this meeting, the committee reviewed financial statements for December 2022.

6.4.1. Accept November and December Financials and January and December Finance Committee Minutes

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

6.5 Governance Committee Report

Ms. Sjoberg reported the Governance Committee met January 12th and discussed several policies. The Committee also discussed handbooks and updating them to have them available digitally.

6.5.1. Accept January Governance Committee Minutes, enter policies 201 and 201.1 into second reading, and enter the 500 series into first reading.

Ms. Sjoberg motioned "to accept January Governance Committee Minutes, enter policy 201.1 into second reading, and enter the 500 series into first reading. ." Mrs. Skordahl seconded. Motion passed unanimously.

6.5.2. Accept resignation of Kylie Griffith as a committee member

Ms. Sjoberg motioned "to accept the resignation of Kylie Griffith as a committee member." Ms. Folks seconded motion. Motion passed unanimously.

6.6 Facilities Committee Report

Ms. Ohs reported that the Facilities Committee met on January 10th and had a discussion about the future make-up of the Facilities Committee.

6.7.1. Approve December and January Facilities Committee Minutes

Ms. Folks motioned "to approve December and January Facilities Committee Minutes." Ms. Ohs seconded the motion. Motion passed unanimously.

6.7.2 Accept committee resignation from Mandi Folks

Ms. Folks motioned "to approve the resignation of Mandi Folks as a committee member." Ms. Skordahl seconded the motion. Motion passed unanimously.

7. Board Discussion and Business

7.1 Exploratory Merger Committee, with authority to work jointly with MSA's Committee

- Kate (Principal of MSA) and Randy (Executive Director of MSA) spoke on the topic of the joint merger committee they created to explore questions from both schools.
- There was an open conversation regarding dedicating time and effort to a committee and to vote to have a committee to work through a possible merger.
- A larger committee will discuss questions and answer questions from MSA. There will be a joint committee of MSA representatives and WLA representatives that will come together to discuss those topics.

Ms. Folks made a motion “to create an Exploratory Merger Committee, with authority to work jointly with MSA’s Committee.” Ms Ohs seconded the motion. Motion passed unanimously.

7.2 Strategic Plan 2022-2023

This was discussed in the Director’s Report.

7.3 Adjust school calendar to add flex days for 7-8th graders

Ms Folks made a motion “to adjust the school calendar to add February 17th and April 7th as Flex Learning Days for 7-8th graders and to extend the ACCESS testing window.” Ms. Skordahl seconded. Motion passed unanimously.

7.4 Adjust school calendar to extend ACCESS testing window

This was added to the motion above.

7.5 Ratify employee agreement for Chelsie Daily, paraprofessional and Gunnar Olmstead, paraprofessional

Ms. Skordahl made a motion to “ratify the employee agreement for Chelsie Daily and Gunnar Olmstead as paraprofessionals.” Ms. Ohs seconded. Motion passed unanimously.

8. Board Communication & Future Items

8.1 Board Communication/Future Agenda Items

Ms. Sjoberg wanted to make sure that elections were on everyone’s minds for May. Ms. Folks gave more information about what elections are like for the Board.

9. Housekeeping

WLA Annual Board of Directors Meeting

Date: Thursday, February 23rd, 2023

Time: 5:30pm

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

10. Adjournment

Ms. Skordahl motioned “to adjourn tonight’s meeting.” Ms. Sjoberg seconded the motion. Motion passed unanimously. The meeting adjourned at 7:20 PM.

