

Meeting: Board of Directors Annual Meeting

Date: June 27, 2024

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 (Nicole Stevens)

- 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 May 23, 2024 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

6.2 Director Report (Dr. Mortensen)

6.3 Financial Director Report (BKDV)

6.4 Finance Committee Report (Jolene Skordahl)

6.4.1 Approve May Financials & June Finance Committee Minutes

Motion: _____ 2nd: _____ Vote: _____

6.5 Governance Committee Report (Joe Valentine)

Meeting was canceled.

6.6 Facilities Committee Report (Ryan Sheak)



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

7.1 Ratify Employee Agreements

Motion: _____ 2nd _____ Vote: _____

7.2 Food Service Contract (CKC Good Food)

Motion: _____ 2nd _____ Vote: _____

7.3 Archery Coaching Salary Proposal

Motion: _____ 2nd _____ Vote: _____

7.4 PaySchools Contract

Motion: _____ 2nd _____ Vote: _____

7.5 Topographical Bid with Stantec

Motion: _____ 2nd _____ Vote: _____

7.6 Change Old National Bank account from Dr. Mortensen to Mr. Beugen

Motion: _____ 2nd _____ Vote: _____

7.7 Change DIVY (school charge card) account from Dr. Mortensen to Mr. Beugen

Motion: _____ 2nd _____ Vote: _____

7.8 IoWa Resolution (to change MDE access point from Dr. Mortensen to Mr. Beugen)

Motion: _____ 2nd _____ Vote: _____

7.9 Board Meeting/Training Calendar 24-25

Motion: _____ 2nd _____ Vote: _____

7.10 Accept Board Election Results

Motion: _____ 2nd _____ Vote: _____

7.11 Seat New Board Members

Motion: _____ 2nd _____ Vote: _____

7.12 Appoint Mike Balint as Community Member

Motion: _____ 2nd _____ Vote: _____

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, July 25, 2024

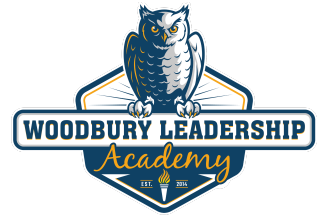
Time: 5:30pm

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 Regular Meeting Minutes
May 23, 2024**

Directors Present: Mike Balint, Julie Ohs, Shelbi Pool, Ryan Sheak, Jolene Skordahl, Nicole Stevens, Joe Valentine, Patrick Vollmuth

Directors Absent: N/A

Administration Present: Dr Kathleen Mortensen (Executive Director)

Advisors Virtual: N/A

Others in Attendance: N/A

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

Mr. Sheak 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 May 23, 2024 meeting agenda.” Ms. Ohs seconded. Motion passed unanimously.

3.2 Approval of April 25, 2024 Meeting Minutes

Ms. Pool moved “to approve the April 25, 2024 meeting minutes.” Ms. Stevens seconded. 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

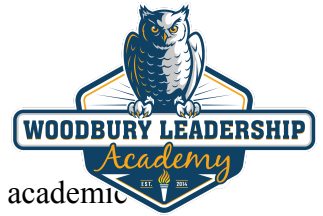
5.1 Delegation of Public Comment Items

No comments.

6. Board and Administration Reports

6.1 Board Report

- Dr. Mortensen and Ms. Baumann’s retirement party just took place and it was nice to be able to reflect on memories throughout the years. There will be a booth set up at the carnival to take pictures and talk to these two.



6.2 Director Report

Dr. Mortensen discussed the Director Report.

- MCA's first look shows that WLA students are continuing to improve upon academic performance measures. Teachers believe that the increased minutes in reading and math along with fidelity with the iReady curriculum have contributed to this.
- 75% employee contracts are done and ready to be ratified, WLA is still looking to hire for 3-4 more positions.
- Many fun field trips and events happening to end the school year!

6.3 Financial Director Report (BKDV)

- Mr. Reeves reviewed the FY24 Revised Budget Highlights and FY25 Original Budget Highlights. The 2024-2025 Budget was presented with details regarding revenues, expenditures, and increases in certain areas.
- Ms. Pool motioned to "Propose to adopt the 2023-2024 revised budget as presented: General Fund Revenues of \$9,082,938 and Expenditures of \$8,875,293, Food Service Fund Revenues of \$600,000 and Expenditures of \$600,00, and Community Service Fund Revenues of \$0 and expenditures of \$5,000." Skordahl seconded the motion. Motion passed unanimously."
- Ms. Skordahl reviewed the April 2024 Executive Summary in the Board packet, noting the actual ADM is 735. The school currently has 98 days' cash on hand which is well above the requirement. The year is 83.33% complete, revenues are at 81.6% and expenditures disbursed are at 81.5% of the reporting period.
- Ms. Skordahl reviewed the April 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 May 8. During this meeting, the committee reviewed financial statements for April and discussed PTO, employee agreements, various contracts that are included, and a fund request for furniture and technology.

- **6.4.1. Approve April Financials and May Finance Committee Minutes**

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

6.5 Governance Committee Report

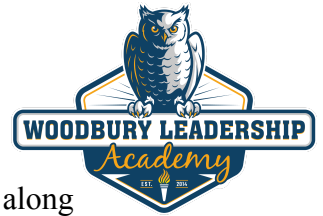
Mr. Valentine reported that the Governance Committee met on May 9. During this meeting, there was discussion regarding a review of the 700 and 800 series.

- **6.5.1. Accept April Governance Committee Minutes and enter policies 701, 704, and 709 into second reading.**

Mr. Valentine motioned to, "accept May Governance Committee Minutes and enter policies 701, 704, and 709 into second reading." Mr. Sheak seconded the motion. Motion passed unanimously.

6.6 Facilities Committee Report

- Dr. Mortensen gave an update on the construction and remodeling of the first floor in Building A. First grade will be moving to the first floor with kindergarten. With an addition of classrooms, there will also be added offices and storage rooms. This summer, grades will be moving and shifting to adjust as well. These should all be done by June 30, 2024.



7. Board Discussion and Business

7.1 Elections Update

Elections start on May 28, 2024 at 8am. Stakeholders will receive an email to vote along with another reminder throughout the week. Elections close on May 31, 2024 at 5:00pm and the winners of the election will be seated at the June Board meeting.

7.2 Parent Square Contract

Mrs. Pool motioned to, “approve the Parent Square Contract.” Ms. Stevens seconded the motion. Motion passed unanimously.

7.3 Dirt Monkey Contract

Ms. Pool motioned to, “approve the Dirt Monkey Contract.” Ms. Skordahl seconded the motion. Motion passed unanimously.

7.4 JR Computer Associates Contract

Mrs. Pool motioned to, “approve the JR Computer Associates Contract.” Ms. Ohs seconded the motion. Motion passed unanimously.

7.5 Teachers on Call Contract

Mrs. Pool motioned to, “approve the Teachers on Call Contract.” Ms. Skordahl seconded the motion. Motion passed unanimously.

7.6 Approve 2024-2025 Budget

Mrs. Pool motioned to, “Propose to adopt the 2024-2025 original budget as presented: General Fund Revenues of \$9,951,147 and Expenditures of \$9,712,685, Food Service Fund Revenues of \$650,000 and Expenditures of \$650,000, and Community Service Fund Revenues of \$0 and Expenditures of \$5,000.”

Ms. Skordahl seconded the motion. Roll call vote - Motion passed unanimously.

7.7 Ratify Employee Agreements

Mrs. Pool motioned to, “ratify the employee agreements listed this evening.” Ms. Ohs seconded the motion. Motion passed unanimously.

8. Board Communication & Future Items

8.1 Board Communication/Future Agenda Items

- Patrick Vollmuth is stepping down from the Community Seat
- Mike Balint (Parent seat) has a student leaving WLA at the end of the school year, so he is stepping down as a parent on the Board, but would like to stay as a community member. He may be appointed at the June Board meeting.
- There will be calendar changes in June as well as more contracts to approve.

9. Housekeeping

WLA Annual Board of Directors Meeting

Date: Thursday, June 27, 2024

Time: 5:30pm

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

11. Adjournment

Ms. Pool motioned “to adjourn tonight’s meeting.” Ms. Skordahl seconded the motion. Motion passed unanimously. The meeting adjourned at 6:29 PM.

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

WOODBURY LEADERSHIP ACADEMY
DIRECTOR REPORT
JUNE 27, 2024

Dr. Kathleen Mortensen

I. Organizational Leadership

- The Finance Committee met on June 17th
- The Facilities Committee met on June 19th
- As of June 15th our ADM is 740
- As of June 15th our projected enrollment for 2024-2025 is 875
- The VOA Conference was held June 10-12
- The Title grant application has been submitted to MDE
- The ADSIS grant has been submitted to MDE (special thanks to Paula Kripner, Emma Beck, Nick Rice, and Luke Ekelund for their work in this area)
- The CEIS grant has been submitted to MDE (again, special thanks to Paula Kripner and Emma Beck for their help on this)
- The Literacy report and grant have been submitted to MDE (thank you Megan Nafe for your help on this)
- The Annual Report and World's Best Work Force summary is largely completed. We will add in the MDE state MCA averages in late August. (Thank you to Nicole Link, Casidee Schrandt, Nancy Baumann, and Megan Nafe for assisting with this report)

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.”
 - June 7th was our year end professional development day and staff participated in limited training, completed grades, and cleaned up classroom areas.
 - Summer Camp began June 10th and concludes June 27th!

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 on target to meet our financial targets for the current school year. There are some year-end capitalization surplus funds that will be spent down. (construction, furnishings and technology)
 - Working with BergenKDV, we have launched a new streamlined accounts/payable process.

IV. Human Resource Management

- The administrative team has been meeting with staff members to evaluate their performance and to present employment agreements. The budget is based on the state increased funding in education by 3%. There are some staff members that are unsure

about continued employment at WLA, with some considering leaving the field of education, or applying at other schools for closer proximity to their home, or higher pay.

- We have interviewed new candidates and filled most of the anticipated openings for the coming school year. We are anticipating adding positions to meet the needs of continued enrollment growth, as well as preparing for some staff turnover.

V. Provision for a Safe and Effective Learning Environment

- Remodeling construction is nearly complete in building “A” on the 1st floor! The area is being renovated for use by our kindergarten and 1st grade teams.
- Nick Rice attended an all-day training on June 17th for crisis management planning

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.”*
 - May 29th – 7th grade bowling excursion, and 8th grade to Valleyfair
 - May 30th – Carnival and Ribbon Cutting (kudos to Jolene Skordahl for all the thoughtful planning!)
 - June 5-6 – Field Days! (Kudos to Jolene Skordahl, Harley Hazel, and many parent volunteers for making this such a success!)
 - June 5th – Kindergarten Graduation
 - June 6th – 8th grade graduation and Lock-In
 - June 13th – 16th WLA students to Boston! (Kudos to Jess Erickson and Nick Rice for leading this trip!)
 - Summer school has been in session since June 10th, and will conclude June 27th
 - The new WLA Executive Director, Jonas Beugen, has been on-site to meet with individual staff members, assess performance, and prioritize action steps for moving the organization forward



Woodbury Leadership Academy
Woodbury, MN
District 4228

Financial Report

May 31, 2024

Woodbury Leadership Academy
Woodbury, MN
Financial Report
May 31, 2024

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**Woodbury Leadership Academy
Woodbury, Minnesota
May 2024 Financial Report
Executive Summary**

Summary of Key Financial Indicators

- * Average Daily Membership (ADM) Overview –
 - o Original Budget: 754 ADM
 - o Working Budget: 735 ADM
 - o Actual Enrollment: 735 ADM

- * The school's budgeted surplus in General Fund for the year is \$238,570. The school is budgeting to spend \$5,000 out of the Community Service Fund. A projected cumulative fund balance of \$2,417,882 or 29% of expenditures at fiscal year-end.

- * The School's Revised Budget is projecting a surplus of \$202,645 at fiscal year-end, which would result in an ending fund balance of \$2,386,958 or 25% of total expenditures.

- * Projected Days of Cash on Hand is 98 days of annual expenditures. This is above 45 days meets minimum bond covenants.

- * Projected debt service coverage is estimated to be 1.25. This exceeds the required Maximum Annual Debt Service (MADS) requirement of 1.25.

Financial Statement Key Points

- * As of month-end, 91.67% of the year was complete.
- * Cash Balance as of the reporting period is \$1,784,734 and is up from \$1,158,955 in the previous month due to the receipt of Lease Aid Revenues.
- * Revenues received at end of the reporting period | 90.1% of the working budget.
- * Expenditures disbursed at end of the reporting period | 90.8% of the working budget.

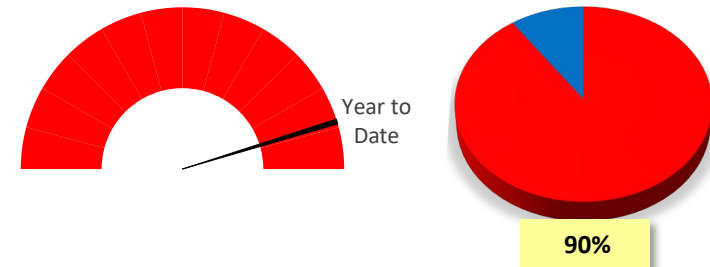
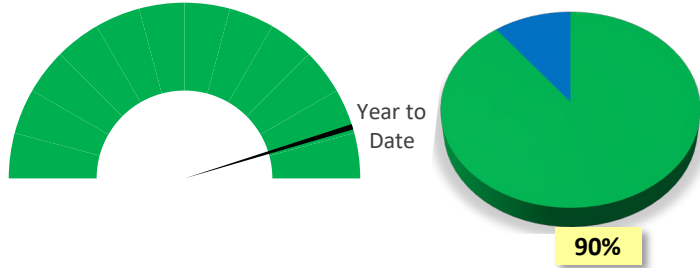
Other Items

- * The FY25 Original Budget was approved at the May 2024 Board Meeting.
- * The FY24 Lease Aid Application was submitted to the Department of Education.
- * FY24 Lease Aid application has been approved, and funds have started to flow as of the May 30th IDEAS Payment.

Woodbury Leadership Academy
Woodbury, MN
Financial Statements Dashboard
May 31, 2024

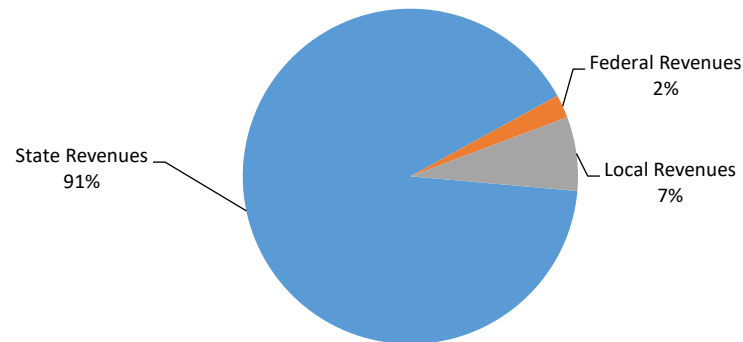
Financial Summary - Budgeted Amounts and Year to Date Activity

<i>Resources to Operate Programs (Revenues):</i>		<i>Funds Used to Provide Programs and Services (Expenses):</i>			<i>Excess / Deficit</i>	
Approved Budget	\$8,507,521		Approved Budget	\$8,273,951	\$233,570	
Working Budget	\$9,682,938		Working Budget	\$9,480,293	\$202,645	
Year to Date	\$8,669,801	89.5%	Year to Date	\$8,553,454	90.2%	\$116,347

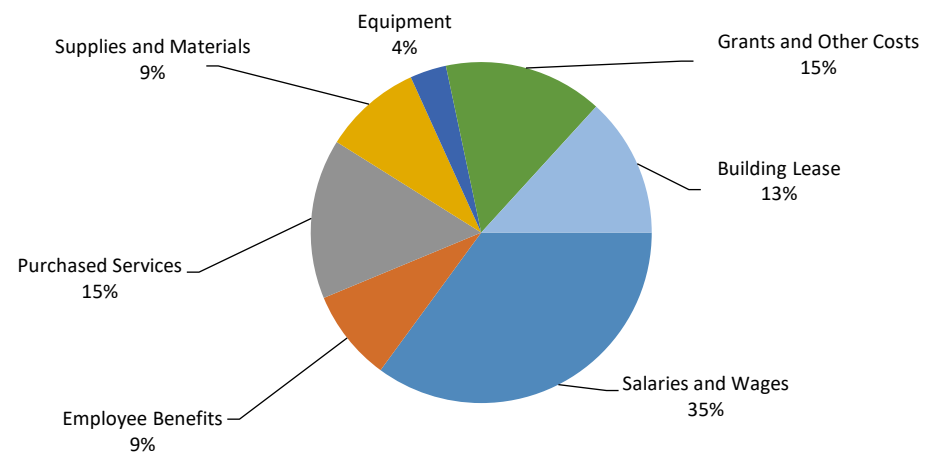


Budgets for the Year

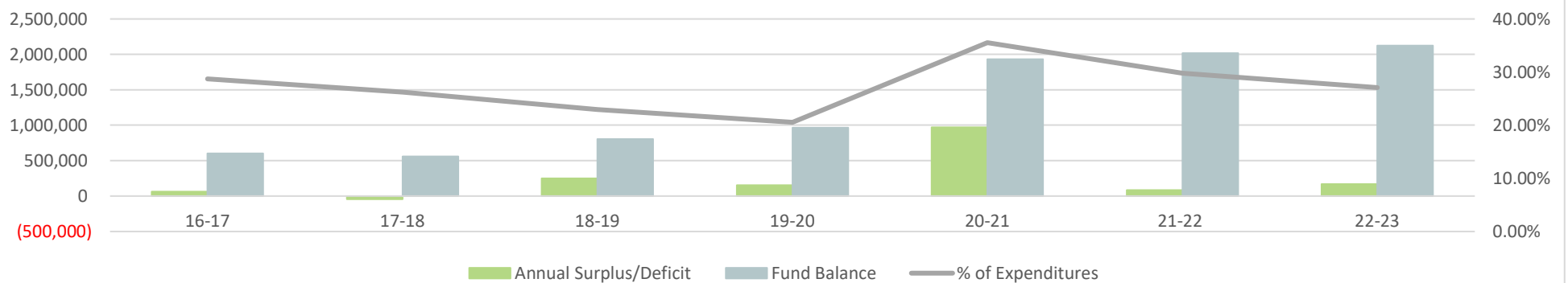
Where funds will come from to operate the school:

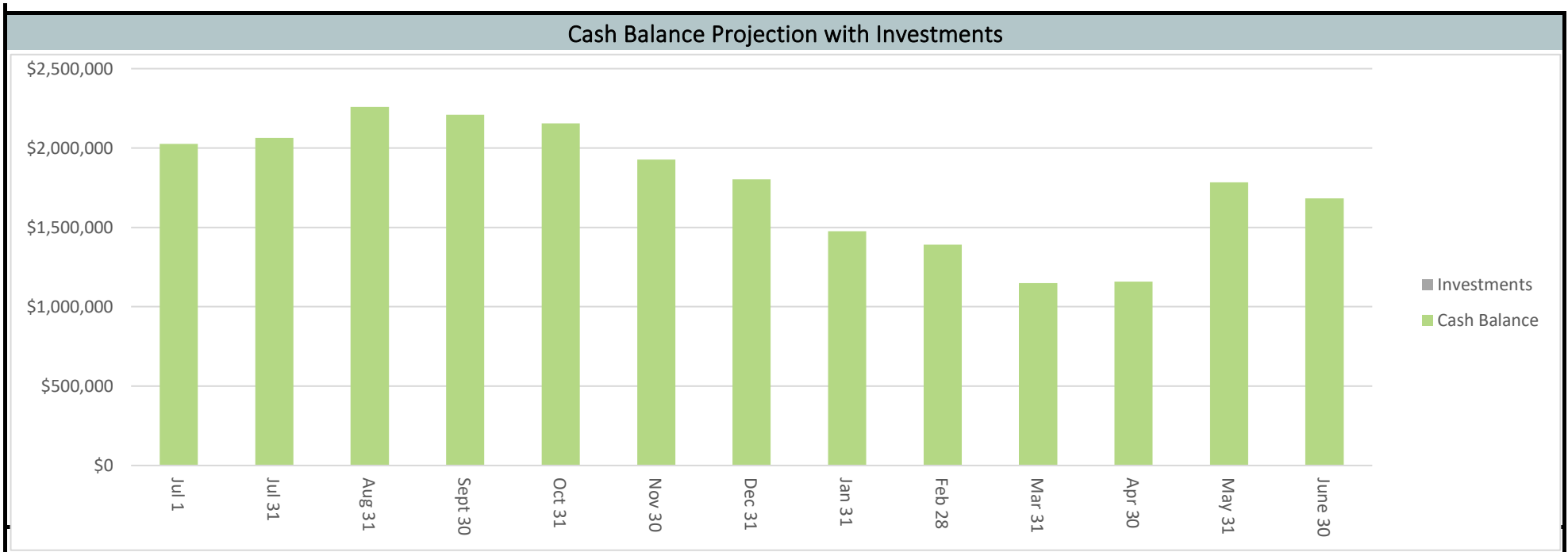
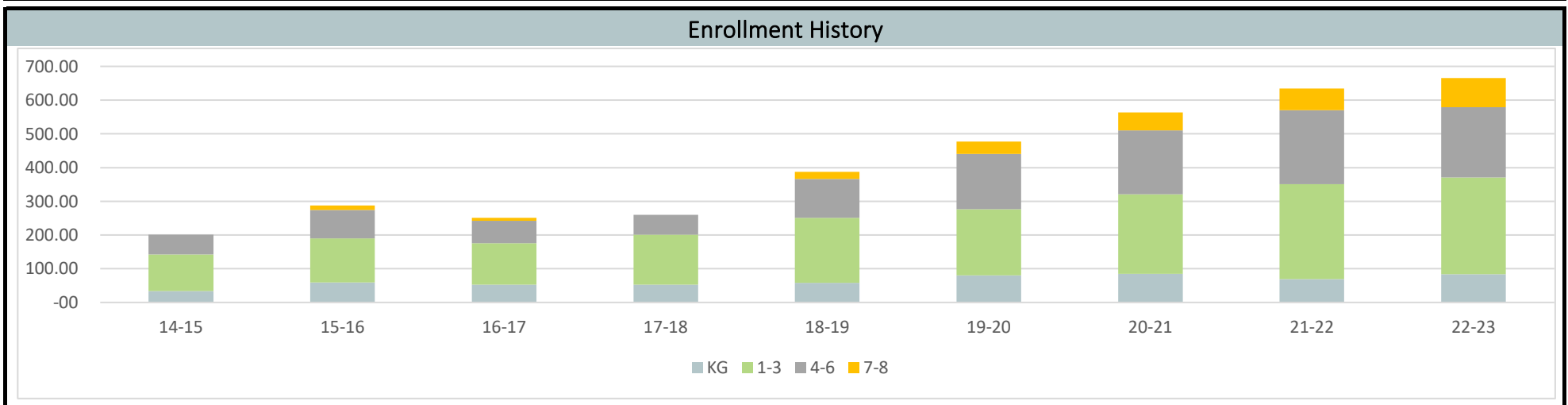
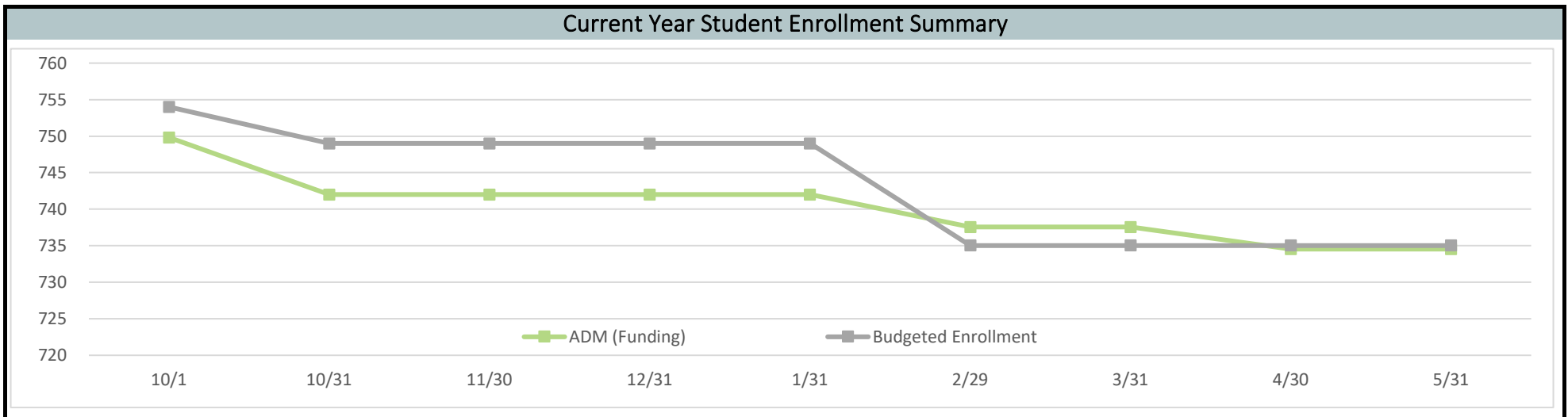
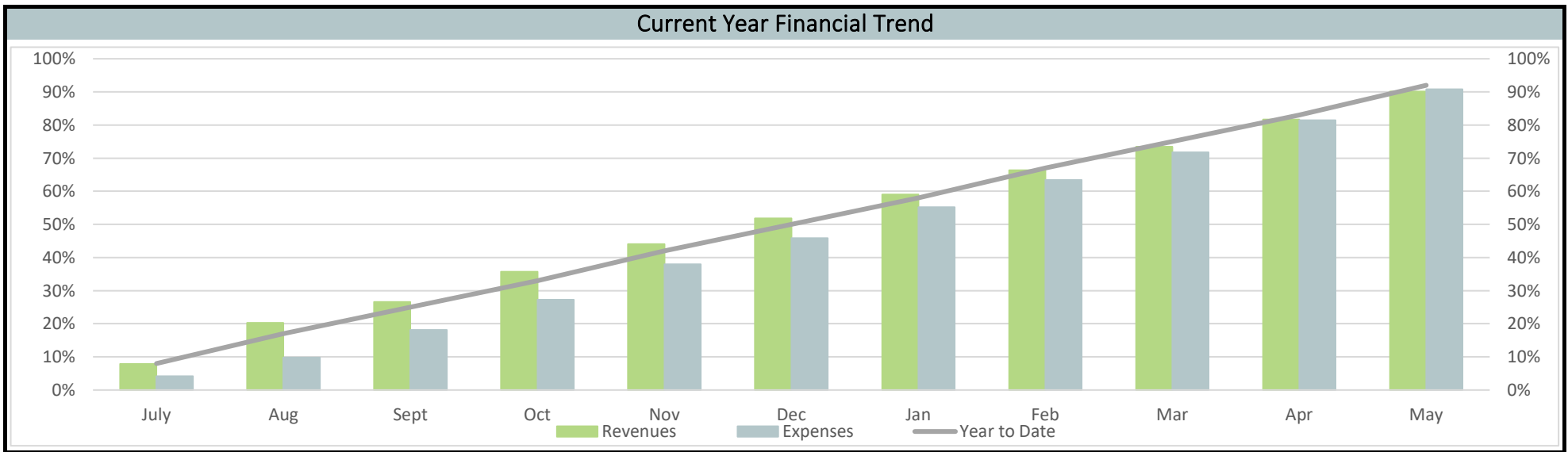


How the money is budgeted to be spent:



Fund Balance History





Woodbury Leadership Academy
Woodbury, MN
Balance Sheet
May 31, 2024

	Audited Balance 06/30/23	Ending Balance 05/31/24
Assets		
Cash and Investments	\$ 2,025,315	\$ 1,784,734
Accounts Receivable	20	-
Due from Other Funds	78,130	109,350
State Aids Receivable	399,143	-
Current Year State Holdback Receivable		730,144
Federal Aids Receivable	297,091	6,272
Prepaid Expenses and Deposits	35,174	10,060
	<u>2,834,874</u>	<u>2,640,560</u>
Total All Assets	\$ 2,834,874	\$ 2,640,560
Liabilities and Fund Balance		
Current liabilities		
Salaries and Wages Payable - prior year	\$ 233,391	\$ -
Salaries and Wages Payable - summer accruals	-	198,862
Accounts Payable	230,825	0
Payroll Deductions and Contributions (Owed)	186,346	(28,959)
Payroll Deductions and Contributions (Summer)		169,998
Total current liabilities	<u>650,562</u>	<u>339,901</u>
Fund balance		
Fund balance 07-01-2022	\$ 2,184,312	\$ 2,184,312
Net income to date fy 22 & 23	-	116,347
Total fund balance	<u>2,184,312</u>	<u>2,300,659</u>
	<u>2,834,874</u>	<u>2,640,560</u>
Total liabilities and fund balance	\$ 2,834,874	\$ 2,640,560
<i>Current Days of cash on hand</i>		69
<i>Days Cash on Hand Required</i>		45

Woodbury Leadership Academy
Woodbury, MN
Statement of Revenues and Expenditures
May 31, 2024

Months: 11 91.67%

FY2024 Adopted Budget 754 ADM 772 WADM	FY2024 Revised Budget 735 ADM 752 WADM	FY2024 Working Budget 735 ADM 752 WADM	FY 2024 Actual YTD 735 ADM 752 WADM	Percent of Working Budget
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General Fund - 01

Revenues

State Revenues

General Education Aid	\$ 6,011,098	\$ 5,972,889	\$ 5,972,889	\$ 5,473,252	91.6%
Charter School Lease Aid	1,014,145	988,391	988,391	411,004	41.6%
Long Term Facilities Maintenance Aid	101,878	99,290	99,290	-	0.0%
Literacy Incentive Aid	64,307	64,307	64,307	54,827	85.3%
School Land Trust Endowment Aid	21,850	39,895	39,895	39,895	100.0%
Special Education Aid + Adsis	963,443	1,020,659	959,100	827,615	86.3%
Library/Student Support	-	40,000	40,000	3,243	8.1%
Prior Year Adjustments	-	-	-	-	-
Estimated State Holdback Amount	-	-	-	730,144	-
Total State Revenues	8,176,721	8,225,432	8,163,873	7,539,979	92.4%

Federal Revenues

Federal Title I, II, V	50,400	49,200	49,200	24,038	48.9%
Federal Special Education	84,400	120,915	120,915	113,917	94.2%
Federal ARP Summer, 150	-	17,606	17,606	11,572	65.7%
Federal ESSER III, 160	-	-	-	616	-
Federal ESSER III, 161	-	14,141	14,141	-	0.0%
Federal ESSER III, 169	-	15,420	15,420	10,548	68.4%
Total Federal Revenues	134,800	217,281	217,281	160,691	74.0%

Local Revenues

Fees from Students	61,200	59,600	59,600	32,192	54.0%
Medical Assistance	9,800	9,600	9,600	1,397	14.6%
Interest Earnings	75,000	110,000	110,000	83,968	76.3%
Contributions and Gifts, Give to the Max	20,000	20,000	20,000	13,412	67.1%
Contributions PTO offset with expense	30,000	30,000	30,000	-	0.0%
Miscellaneous Revenues - ERC Credit, Other	-	411,025	411,025	411,375	100.1%
Total local revenues	196,000	640,225	640,225	541,932	84.7%

Total Revenues	\$ 8,507,521	\$ 9,082,938	\$ 9,021,379	\$ 8,242,603	91.4%
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Woodbury Leadership Academy
Woodbury, MN
Statement of Revenues and Expenditures
May 31, 2024

Months: 11 91.67%

	FY2024 Adopted Budget 754 ADM 772 WADM	FY2024 Revised Budget 735 ADM 752 WADM	FY2024 Working Budget 735 ADM 752 WADM	FY 2024 Actual YTD 735 ADM 752 WADM	Percent of Working Budget
Expenditures					
Salaries and Wages	\$ 2,983,115	\$ 3,243,401	\$ 3,243,401	\$ 2,987,056	92.1%
Employee Benefits	797,389	808,328	900,000	810,585	90.1%
Contracted Services	321,000	330,000	330,000	263,969	80.0%
Technology Services	22,500	16,300	16,300	13,344	81.9%
Communication Services	11,000	12,000	12,000	11,644	97.0%
Postage	3,800	3,700	3,700	1,610	43.5%
Utilities	150,500	171,400	171,400	134,501	78.5%
Property and Casualty Insurance	26,900	55,000	55,000	54,293	98.7%
Repairs and Maintenance	88,415	114,415	114,415	98,212	85.8%
Student Transportation	646,307	668,800	675,000	673,086	99.7%
Field Trip Transportation	15,080	14,700	14,700	13,594	92.5%
Travel and Conferences	8,800	8,600	8,600	5,572	64.8%
Field Trip Admissions	36,700	35,800	35,800	24,650	68.9%
Building Lease	1,253,725	1,253,725	1,253,725	1,149,248	91.7%
Other Rentals and Leases	4,000	7,500	8,000	7,897	98.7%
Office Supplies/General Supplies	48,400	60,000	62,000	61,498	99.2%
Maintenance Supplies	57,100	44,500	44,500	41,361	92.9%
Non-Instructional Software	28,900	32,000	32,000	31,273	97.7%
Instructional Software	20,200	25,000	25,000	24,605	98.4%
Instructional Supplies	42,100	45,000	45,000	43,466	96.6%
Textbooks and Workbooks	77,700	125,000	125,000	121,744	97.4%
Standardized Tests	14,000	13,600	13,600	8,955	65.9%
Food	28,900	33,800	33,800	3,656	10.8%
Building Improvements	205,000	205,000	50,000	38,311	76.6%
Furniture and Other Equipment	43,310	43,310	43,310	19,745	45.6%
Technology Equipment	58,600	57,200	57,200	30,334	53.0%
Principal and Interest - Capital Lease	28,200	16,200	16,200	-	0.0%
Dues and Memberships	37,300	37,300	37,300	28,662	76.8%
Third Party Expenditures	-	2,000	2,000	1,563	78.2%
Give to the Max, salaries	20,000	20,000	20,000	-	0.0%

Woodbury Leadership Academy
Woodbury, MN
Statement of Revenues and Expenditures
May 31, 2024

	Months: 11				91.67%
	FY2024 Adopted Budget 754 ADM 772 WADM	FY2024 Revised Budget 735 ADM 752 WADM	FY2024 Working Budget 735 ADM 752 WADM	FY 2024 Actual YTD 735 ADM 752 WADM	Percent of Working Budget
State Special Education	1,010,410	1,059,633	1,059,633	1,075,515	101.5%
ADSIS	44,800	44,800	44,800	27,945	62.4%
Federal Title I, II, V	50,400	49,200	49,200	24,038	48.9%
Federal Special Education	84,400	120,915	120,915	113,917	94.2%
Federal ESSER III, 160	-	14,141	14,141	616	4.4%
Federal ESSER Summer Learning, 150	-	17,606	17,606	11,572	65.7%
Federal ESSER III, 169 Pandemic Enrollment Loss	-	15,420	15,420	10,548	68.4%
Total expenditures	\$ 8,268,951	\$ 8,825,293	\$ 8,770,664	\$ 7,969,260	90.9%
Permanent Transfers to Other Funds	\$ -	\$ 50,000	\$ 50,000	\$ -	0.0%
General fund net income	\$ 238,570	\$ 207,645	\$ 200,714	\$ 273,343	
Food Service Fund - 02					
Revenues					
State/Federal Food Reimbursements	\$ -	\$ 550,000	\$ 550,000	\$ 427,198	77.7%
Transfer From General Fund	-	50,000	50,000	-	0.0%
Total revenues	\$ -	\$ 600,000	\$ 600,000	\$ 427,198	71.2%
Expenditures					
Salaries and Wages	\$ -	\$ 80,000	\$ 80,000	\$ 79,770	99.7%
Employee Benefits	-	15,000	15,000	13,066	87.1%
Supplies and Materials, Snacks	-	504,200	504,200	490,592	97.3%
Dues and Memberships	-	800	800	765	95.6%
Total Expenditures	\$ -	\$ 600,000	\$ 600,000	\$ 584,194	97.4%
Food Service Fund Net Income	\$ -	\$ -	\$ -	\$ (156,996)	
Community Service Fund - 04					
Revenues					
Registration Revenue	\$ -	\$ -	\$ -	\$ -	-
Total revenues	\$ -	\$ -	\$ -	\$ -	-
Expenditures					
Equipment	5,000	5,000	5,000	-	0.0%
Total Expenditures	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%
Community Service Fund Net Income	\$ (5,000)	\$ (5,000)	\$ (5,000)	\$ -	

Woodbury Leadership Academy
Woodbury, MN
Statement of Revenues and Expenditures
May 31, 2024

Months: 11 91.67%

	FY2024 Adopted Budget 754 ADM 772 WADM	FY2024 Revised Budget 735 ADM 752 WADM	FY2024 Working Budget 735 ADM 752 WADM	FY 2024 Actual YTD 735 ADM 752 WADM	Percent of Working Budget
Total All Funds					
Revenues					
State Revenues	\$ 8,176,721	\$ 8,775,432	\$ 8,713,873	\$ 7,967,178	91.4%
Federal Revenues	134,800	217,281	217,281	160,691	74.0%
Local Revenues	196,000	690,225	690,225	541,932	78.5%
Total Revenues	\$ 8,507,521	\$ 9,682,938	\$ 9,621,379	\$ 8,669,801	90.1%
Expenditures					
Salaries and Wages	\$ 2,983,115	\$ 3,323,401	\$ 3,323,401	\$ 3,066,826	92.3%
Employee Benefits	797,389	823,328	915,000	823,651	90.0%
Purchased Services	2,588,727	2,691,940	2,698,640	2,451,619	90.9%
Supplies and Materials	317,300	883,100	885,100	827,150	93.5%
Equipment	340,110	326,710	171,710	88,390	51.5%
Grants and Other Costs	1,247,310	1,431,814	1,431,814	1,295,817	90.5%
Total Expenditures	\$ 8,273,951	\$ 9,480,293	\$ 9,425,664	\$ 8,553,454	90.8%
Total Revenues All Funds	\$ 8,507,521	\$ 9,682,938	\$ 9,621,379	\$ 8,669,801	90.1%
Total Expenditures All Funds	\$ 8,273,951	\$ 9,480,293	\$ 9,425,664	\$ 8,553,454	90.8%
Net Income - All Funds	\$ 233,570	\$ 202,645	\$ 195,714	\$ 116,347	

Beginning Fund Balance, All Funds, July 1, 2023	\$ 2,184,312	\$ 2,184,312	\$ 2,184,312
Projected Fund Balance, All Funds, June 30, 2024	\$ 2,417,882	\$ 2,386,957	\$ 2,380,026
Projected Fund Balance Percentage	29%	25%	25%
<i>Debt Service Coverage Ratio - Estimated</i>	131%	127%	125%
<i>Debt Service Coverage Ratio - Required</i>	125%	125%	125%

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
Cash Flow Projection Summary
2023 - 2024 School Year

Period Ending	Cash Inflows (Revenues)				Total Receipts	Cash Outflows (Expenditures)				Cash Balance
	State Aid Payments	Federal Aid Payments	Other Receipts	Prior Year State and Federal Holdback		Salaries (Cash flow budgeted at Gross but updated at Net)	Other Expenses Actual Includes Benefits (Tax Payments, PERA, TRA) and AP	Payments made on behalf of the building company	Total Expenses	
									<i>Beginning Balance</i>	\$ 2,025,315
Jul 31	526,783	-	157,158	125,301	809,241	200,604	570,135	-	770,740	2,063,817
Aug 31	527,195	-	271,958	142,638	941,792	212,417	534,632		747,049	2,258,560
Sept 30	553,968	-	11,755	175,585	741,308	257,692	533,540		791,232	2,208,635
Oct 31	529,343	-	23,553	155,840	708,735	250,179	511,654		761,832	2,155,538
Nov 30	657,914	27,703	13,678	-	699,295	261,556	666,445		928,001	1,926,832
Dec 31	645,200	-	15,443	48	660,691	268,454	516,274		784,728	1,802,795
Jan 31	544,316	10,352	17,148	(9,339)	562,476	249,608	639,399		889,007	1,476,263
Feb 28	597,373	62,988	6,349	15,796	682,506	267,148	500,766		767,914	1,390,855
Mar 31	565,554	21,043	10,754	-	597,351	245,237	593,105		838,342	1,149,863
Apr 30	677,661	54,059	58,482	(9,984)	780,219	255,923	515,204		771,127	1,158,955
May 31	1,424,600	26,959	10,280	38,813	1,500,652	262,249	612,623		874,872	1,784,734
June 30	647,981	-	93,668	61,538	803,187	265,661	639,786	-	905,447	1,682,474
Projected	7,897,889	195,552	690,225	696,234	9,479,900	2,996,729	6,833,564	-	9,830,293	
Totals	7,897,889	203,104	690,225	696,234	9,487,452	2,996,729	6,833,564		9,830,293	1,682,474

Assumptions: 10% State Aid Holdback

This cash flow projection is to be used only to show that if we follow our working budget for the year that we will not encounter cash flow issues and that we will be able to maintain normal operations. It is not meant to be used to accurately predict what expenditures will be incurred in the short-term. Due to the manner in which MDE regulates the funding, abrupt changes may occur in the amounts of the payments. However, the total amount of the state aids should be reasonable given a stable budget.

Woodbury Leadership Academy
Woodbury, MN
Contracted Services & Maintenance Report
May 31, 2024

305 - Contracted Services Detail	FY24			
	Original Budget	Working Budget	Current Actual	% spent
Advertising & Marketing	5,164	5,164	2,521	48.8%
Board Related Services, Including New Director Search	3,873	12,073	11,250	93.2%
Financial Management Services	79,200	80,000	73,800	92.3%
Time & Attendance Fees	12,006	12,006	5,911	49.2%
Audit & Tax Services	14,480	18,375	18,375	100.0%
Background Checks	2,711	2,711	750	0.0%
Bank Fees	4,970	10,000	7,862	78.6%
e-rate consulting	-	3,000	2,950	0.0%
Benefit Fees	904	904	634	70.2%
Strategic Planning Consultant	10,328	2,000	-	0.0%
Legal Services	19,365	19,365	11,462	59.2%
Substitutes/Student Services/ESL	19,365	19,365	12,571	64.9%
Nursing	9,295	9,295	4,138	44.5%
Janitorial Services- Robemy Cleaning	104,029	112,357	105,855	94.2%
Other Fees	35,309	23,384	5,890	25.2%
	321,000	330,000	263,969	80%

350 - Repairs and Maintenance Detail	FY24			
	Original Budget	Working Budget	Current Actual	% spent
Pest Control	3,000	3,000	1,621	54.0%
Elevator Maintenance	4,650	10,500	10,394	99.0%
Common Area Maintenance	72,000	90,915	76,681	84.3%
Various Repairs	8,765	10,000	9,516	95.2%
	88,415	114,415	98,212	86%

Woodbury Leadership Academy
 Woodbury, MN
 Enrollment Report
 May 31, 2024

Average Daily Membership (ADM)											
	Grade	10/1	10/31	11/30	12/31	1/31	2/29	3/31	4/30	5/31	6/30
	K	94	94	92	92	92	92	92	92	92	0
	1	109	109	103	103	103	103	103	102	102	0
	2	99	99	97	97	97	96	96	96	96	0
	3	119	119	120	120	120	118	118	118	118	0
	4	105	105	104	104	104	104	104	104	104	0
	5	89	89	88	88	88	87	87	86	86	0
	6	52	52	51	51	51	52	52	51	51	0
	7	47	47	46	46	46	46	46	46	46	0
	8	38	38	40	40	40	40	40	40	40	0
Grand Total		750	750	742	742	742	738	738	735	735	0

Budgeted Enrollments as of:											
	Grade	10/1	10/31	11/30	12/31	1/31	2/29	3/31	4/30	5/31	6/30
	K	113	93	93	92	92	91	91	91	91	91
	1	102	108	108	103	103	102	102	102	102	102
	2	94	95	95	97	97	95	95	95	95	95
	3	116	120	120	120	120	118	118	118	118	118
	4	91	105	105	104	104	104	104	104	104	104
	5	80	89	89	88	88	87	87	87	87	87
	6	69	52	52	51	51	52	52	52	52	52
	7	48	47	47	46	46	46	46	46	46	46
	8	41	40	40	40	40	40	40	40	40	40
Grand Total		754	749	749	742	742	735	735	735	735	735



Woodbury Leadership Academy
Woodbury, MN
District 4228

Supplemental Reports

May 31, 2024

WOODBURY LEADERSHIP ACADEMY Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
1027		Amazon.com					
			4228	OLDN			BP
				E 01	005 110 000 000 401	Office Supplies	\$255.53
				E 01	010 203 013 150 401	Summer school supplies	\$443.56
				E 02	005 770 000 701 401	Food Service Supplies	\$199.24
				E 01	010 420 000 740 433	SPED Supplies	\$135.98
				E 01	010 203 000 000 430	Elem Classroom supplies	\$1,622.20
				R 01	005 000 000 000 621	Science Night concessions	\$201.85
				E 01	010 630 000 000 456	HDMI MacBook adapters	\$97.45
				E 01	010 720 000 000 401	Health Office Supplies	\$16.99
				E 01	005 810 000 000 401	Building Supplies	\$668.85
				E 01	005 108 000 000 455	Non-instructional tech supplies	\$1,574.93
				E 01	010 203 000 000 401	Non-instructional supplies	\$219.28
				E 01	010 201 000 000 430	K instructional supplies	\$93.75
PO#:	Voucher #:	10268	Invoice	Invoice No:	1FX3-394C-GLQD	5/14/2024	Paid Amt: \$5,529.61
							Check Amount: \$5,529.61
							Vendor Total: \$5,529.61
1128		AssociatedBank					
			4228	OLDN			Wire
				B 01	215 017	HSA	\$1,874.81
PO#:	Voucher #:	10288	Invoice	Invoice No:	S2024210	5/15/2024	Paid Amt: \$1,874.81
							Check Amount: \$1,874.81
							Vendor Total: \$1,874.81
			4228	OLDN			Wire
				B 01	215 017	HSA	\$1,874.81
PO#:	Voucher #:	10318	Invoice	Invoice No:	S2024220	5/31/2024	Paid Amt: \$1,874.81
							Check Amount: \$1,874.81
							Vendor Total: \$3,749.62
1369		BerganKDV Outsourced Services LLC					
			4228	OLDN			Wire
				E 01	005 114 000 000 305	KPay Processing Fee	\$534.00
PO#:	Voucher #:	10260	Invoice	Invoice No:	5.10.24	5/15/2024	Paid Amt: \$534.00
							Check Amount: \$534.00
							Vendor Total: \$534.00
1756		Beth Samy					
			4228	OLDN			BP
				E 01	010 203 000 000 305	Samy, Beth, 1 day @ \$225/day	\$225.00
PO#:	Voucher #:	10237	Invoice	Invoice No:	4/18/2024	5/1/2024	Paid Amt: \$225.00
							Check Amount: \$225.00
							Vendor Total: \$225.00

WOODBURY LEADERSHIP ACADEMY Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
1558		Bill.com					
			4228	OLDN			Wire
				E 01 005 112 000 000 305	Bill.com monthly fee	\$155.64	
PO#:		Voucher #:	10294	Invoice	Invoice No: 5.15.24	5/20/2024	Paid Amt: \$155.64
							Check Amount: \$155.64
							Vendor Total: \$155.64
1541		Business Essentials					
			4228	OLDN			BP
				E 01 010 203 000 000 430	Colored Paper	\$839.80	
PO#:		Voucher #:	10256	Invoice	Invoice No: WO-1294298-1	5/1/2024	Paid Amt: \$839.80
							Check Amount: \$839.80
							Vendor Total: \$839.80
1621		Cintas					
			4228	OLDN			BP
				E 01 005 810 000 000 401	FY24: Mats service	\$374.13	
PO#:		Voucher #:	10271	Invoice	Invoice No: 4191594106	5/14/2024	Paid Amt: \$374.13
							Check Amount: \$374.13
							Vendor Total: \$374.13
1394		CKC Good Food					
			4228	OLDN			BP
				E 02 005 770 000 701 490	Food service: Additional purchases-shelf stabl	\$82.00	
PO#:		Voucher #:	10250	Invoice	Invoice No: 87097	5/1/2024	Paid Amt: \$82.00
							Check Amount: \$82.00
			4228	OLDN			BP
				E 02 005 770 000 705 490	Breakfast	\$2,398.50	
				E 02 005 770 000 701 490	Lunch	\$7,932.80	
PO#:		Voucher #:	10251	Invoice	Invoice No: 87828	5/1/2024	Paid Amt: \$10,331.30
							Check Amount: \$10,331.30
			4228	OLDN			BP
				E 02 005 770 000 701 490	4.10.24 short taco meat	(\$123.00)	
				E 02 005 770 000 701 490	Lunch	\$9,696.10	
				E 02 005 770 000 705 490	Breakfast	\$3,761.75	
PO#:		Voucher #:	10252	Invoice	Invoice No: 87946	5/1/2024	Paid Amt: \$13,334.85
							Check Amount: \$13,334.85
			4228	OLDN			BP
				E 02 005 770 000 701 490	Lunch	\$9,769.90	
				E 02 005 770 000 705 490	Breakfast	\$3,741.25	
PO#:		Voucher #:	10253	Invoice	Invoice No: 88073	5/1/2024	Paid Amt: \$13,511.15
							Check Amount: \$13,511.15

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type		
1394		CKC Good Food							
			4228	OLDN			BP		
				E	02 005 770 000 705 490	Breakfast		\$3,690.00	
				E	02 005 770 000 701 490	Lunch		\$9,781.35	
PO#:		Voucher #:	10278	Invoice	Invoice No: 88206	5/14/2024		Paid Amt: \$13,471.35	
								Check Amount: \$13,471.35	
			4228	OLDN			BP		
				E	02 005 770 000 705 490	Breakfast		\$3,423.50	
				E	02 005 770 000 701 490	Lunch		\$9,832.95	
PO#:		Voucher #:	10279	Invoice	Invoice No: 88338	5/14/2024		Paid Amt: \$13,256.45	
								Check Amount: \$13,256.45	
			4228	OLDN			BP		
				E	02 005 770 000 701 495	Milk		\$4,338.00	
PO#:		Voucher #:	10280	Invoice	Invoice No: 88416	5/14/2024		Paid Amt: \$4,338.00	
								Check Amount: \$4,338.00	
			4228	OLDN			BP		
				E	02 005 770 000 701 490	Lunch		\$9,930.50	
				E	02 005 770 000 705 490	Breakfast		\$3,485.00	
PO#:		Voucher #:	10309	Invoice	Invoice No: 88556	5/30/2024		Paid Amt: \$13,415.50	
								Check Amount: \$13,415.50	
			4228	OLDN			BP		
				E	02 005 770 000 701 490	Lunch		\$8,075.60	
				E	02 005 770 000 705 490	Breakfast		\$3,116.00	
PO#:		Voucher #:	10310	Invoice	Invoice No: 88685	5/30/2024		Paid Amt: \$11,191.60	
								Check Amount: \$11,191.60	
								Vendor Total: \$92,932.20	
1701		Comcast Business #1073802							
			4228	OLDN			BP		
				E	01 005 810 000 000 320	Phone lines-Elevator		\$245.56	
PO#:		Voucher #:	10236	Invoice	Invoice No: 4/15/2024	5/1/2024		Paid Amt: \$245.56	
								Check Amount: \$245.56	
								Vendor Total: \$245.56	
1745		Creative Planning							
			4228	OLDN			BP		
				E	01 005 113 000 000 305	Financial Management		\$6,600.00	
PO#:		Voucher #:	10239	Invoice	Invoice No: 1225982	5/1/2024		Paid Amt: \$6,600.00	
								Check Amount: \$6,600.00	

WOODBURY LEADERSHIP ACADEMY Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
1745 Creative Planning							
		4228	OLDN				BP
			B 01 118 000		ABC Financial Management-May	\$3,500.00	
PO#:	Voucher #:	10297	Invoice	Invoice No: 1230564	5/30/2024	Paid Amt: \$3,500.00	Check Amount: \$3,500.00
							Vendor Total: \$27,700.00
<hr/>							
		4228	OLDN				BP
			E 01 005 113 000 000 305		PTO Time tracker Assistance	\$3,000.00	
			E 01 005 113 000 000 305		Financial Management	\$6,600.00	
PO#:	Voucher #:	10298	Invoice	Invoice No: 1230657	5/30/2024	Paid Amt: \$9,600.00	Check Amount: \$9,600.00
							Vendor Total: \$27,700.00
<hr/>							
		4228	OLDN				BP
			E 01 005 113 000 000 305		990 Prep	\$4,000.00	
PO#:	Voucher #:	10299	Invoice	Invoice No: 1230666	5/30/2024	Paid Amt: \$4,000.00	Check Amount: \$4,000.00
							Vendor Total: \$27,700.00
<hr/>							
		4228	OLDN				BP
			B 01 118 000		ABC Financial Management-990 Prep	\$4,000.00	
PO#:	Voucher #:	10300	Invoice	Invoice No: 1230679	5/30/2024	Paid Amt: \$4,000.00	Check Amount: \$4,000.00
							Vendor Total: \$27,700.00
1249 Designs for Learning							
		4228	OLDN				BP
			E 01 010 420 000 740 394		Kelley, S, SPED Psychologist, 2 hrs @ \$105/hr	\$210.00	
PO#:	Voucher #:	10242	Invoice	Invoice No: 20240421162	5/1/2024	Paid Amt: \$210.00	Check Amount: \$210.00
							Vendor Total: \$210.00
1555 DHH Consulting LLC							
		4228	OLDN				BP
			E 01 010 405 000 740 394		Jenny Smith, DHH Services: 15.75hrs @ \$96/hr	\$1,512.00	
PO#:	Voucher #:	10267	Invoice	Invoice No: 1297	5/14/2024	Paid Amt: \$1,512.00	Check Amount: \$1,512.00
							Vendor Total: \$1,512.00
1702 Emerald Lawn & Landscaping Inc							
		4228	OLDN				BP
			E 01 005 810 000 000 350		FY24 Snow Services 1.23-3.1.24	\$7,515.00	
PO#:	Voucher #:	10240	Invoice	Invoice No: 13128	5/1/2024	Paid Amt: \$7,515.00	Check Amount: \$7,515.00
							Vendor Total: \$7,515.00

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
1508		First Bankcard					
			4228	OLDN			Wire
				E 01	005 810 000 000 320	04/14/2024-HumbleFax-Fax service-4/14-5/14,	\$10.00
				E 01	005 810 000 000 320	04/20/2024-Tmobile-Cell phone-ED & Cell for `	\$140.00
				E 01	005 810 000 000 320	04/28/2024-Sangoma-SipStation subscription i	\$60.17
				E 01	005 110 000 000 490	04/16/2024-Café Zupas-Working dinner meetir	\$83.70
				E 01	005 110 000 000 490	04/18/2024-Papa John's-Dinner for staff workir	\$157.63
				E 01	005 110 000 000 490	04/25/2024-Sams Club-Staff Bullying worksho	\$81.42
				E 01	005 110 000 000 490	04/25/2024-Aldi-Staff Bullying workshop-break	\$14.57
				E 01	005 110 000 000 490	04/26/2024-Caribou-Staff Bullying workshop-br	\$38.99
				E 01	005 640 000 316 366	04/26/2024-Minnesota CLE-Employment Law :	\$540.00
				E 01	005 810 000 000 335	05/07/2024-Stuff It Moving & Storage-Monthly	\$392.00
				E 01	005 810 000 000 401	04/16/2024-Decker Equipment-Replacement lu	\$142.21
				E 01	005 810 000 000 330	04/10/2024-City of Woodbury-Water & sewer 1	\$612.18
				E 01	010 203 000 000 369	04/22/2024-Minnesota Historical Society-MN H	\$912.00
				E 01	010 203 000 000 369	04/24/2024-Triple Shift Entertainment-Bowling	\$187.50
				R 01	005 000 000 000 621	04/19/2024-Twins Ballpark Groups-MN Twins t	\$3,790.00
				E 01	010 203 000 000 430	04/24/2024-Menards-Clay pots & potting soil-C	\$86.44
				E 01	010 203 000 000 430	04/30/2024-WalMart-Supplies for end of year e	\$29.34
				E 01	010 203 000 000 430	05/01/2024-Sams Club-Supplies for end of yea	\$22.98
				E 01	010 203 000 000 430	05/07/2024-Dollar Tree-Tri-fold display boards	\$40.00
				E 01	010 203 000 000 369	04/15/2024-MN Historical Society-Fieldtrip fee:	\$352.00
				R 01	005 000 000 000 621	04/18/2024-Sams Club-Concessions for Scien	\$118.78
				R 01	005 000 000 000 621	04/18/2024-WalMart-Concessions (cookies) fo	\$23.76
				E 01	010 630 000 000 406	04/10/2024-Learning A-Z-Online ELL Literacy p	\$72.00
				E 01	010 201 000 000 430	04/24/2024-OTC Brands-Blue felt graduation c	\$91.94
				E 01	010 203 013 150 401	04/18/2024-Michaels-Summer school supplies	\$125.58
PO#:		Voucher #:	10296	Invoice	Invoice No: 5.16.24	5/16/2024	
							Paid Amt: \$8,125.19
							Check Amount: \$8,125.19
							Vendor Total: \$8,125.19

1609		GIS Benefits					
			4228	OLDN			Wire
				B 01	215 013	Life/LTD/STD:	\$3,120.28
				B 01	215 009	Dental:	\$2,519.15
				B 01	215 021	Vision	\$434.38
				B 01	215 020	PPL:	\$253.50

WOODBURY LEADERSHIP ACADEMY Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
1609		GIS Benefits					
			4228	OLDN			Wire
				E 01 005 110 000 000 305	Admin Fees	\$51.00	
PO#:		Voucher #:	10315	Invoice	Invoice No: 15810AG20240601	5/31/2024	Paid Amt: \$6,378.31
							Check Amount: \$6,378.31
							Vendor Total: \$6,378.31
1064		HealthPartners - Group					
			4228	OLDN			Wire
				B 01 215 010	Health Ins	\$24,053.45	
PO#:		Voucher #:	10316	Invoice	Invoice No: 5.28.24	5/31/2024	Paid Amt: \$24,053.45
							Check Amount: \$24,053.45
							Vendor Total: \$24,053.45
1757		HGA Hammel, Green & Abrahamson inc					
			4228	OLDN			BP
				B 01 118 000	Site Development-Playground	\$2,599.16	
PO#:		Voucher #:	10245	Invoice	Invoice No: 249956	5/1/2024	Paid Amt: \$2,599.16
							Check Amount: \$2,599.16
							Vendor Total: \$2,599.16
			4228	OLDN			BP
				B 01 118 000	Site Development-Playground	\$2,912.04	
PO#:		Voucher #:	10305	Invoice	Invoice No: 250339	5/30/2024	Paid Amt: \$2,912.04
							Check Amount: \$2,912.04
							Vendor Total: \$5,511.20
1054		Integrative Therapy, LLC.					
			4228	OLDN			BP
				E 01 010 420 000 740 394	COTA Services 37.67 hrs @\$74/hr	\$2,787.58	
				E 01 010 420 000 740 394	OT 16.92 hrs @ \$90/hr	\$1,522.50	
PO#:		Voucher #:	10248	Invoice	Invoice No: 4865	5/1/2024	Paid Amt: \$4,310.08
							Check Amount: \$4,310.08
							Vendor Total: \$4,310.08
			4228	OLDN			BP
				E 01 010 420 000 740 394	COTA Services 23.75 hrs @\$74/hr	\$1,757.00	
				E 01 010 420 000 740 394	OT 24.08 hrs @ \$90/hr	\$2,167.50	
PO#:		Voucher #:	10272	Invoice	Invoice No: 4909	5/14/2024	Paid Amt: \$3,924.50
							Check Amount: \$3,924.50
							Vendor Total: \$3,924.50
			4228	OLDN			BP
				E 01 010 420 000 740 394	OT 25.5 hrs @ \$90/hr	\$2,295.00	
				E 01 010 420 000 740 394	COTA Services 28.67 hrs @\$74/hr	\$2,121.56	
PO#:		Voucher #:	10306	Invoice	Invoice No: 4957	5/30/2024	Paid Amt: \$4,416.56
							Check Amount: \$4,416.56
							Vendor Total: \$12,651.14

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type		
1003		Internal Revenue Service							
		4228	OLDN				Wire		
			B 01	215 002	Federal Withholding			\$11,740.74	
			B 01	215 005	FICA			\$26,997.40	
PO#:		Voucher #:	10289	Invoice	Invoice No: S2024210	5/15/2024		Paid Amt: \$38,738.14	
								Check Amount: \$38,738.14	
		4228 OLDN					Wire		
			B 01	215 002	Federal Withholding			\$13,359.95	
			B 01	215 005	FICA			\$27,976.20	
PO#:		Voucher #:	10319	Invoice	Invoice No: S2024220	5/31/2024		Paid Amt: \$41,336.15	
								Check Amount: \$41,336.15	
								Vendor Total: \$80,074.29	
1150		JR Computer Associates							
		4228	OLDN				BP		
			E 01	005 605 000 000 315	FY24 Monthly Contract Services: May 2024			\$1,200.00	
PO#:		Voucher #:	10285	Invoice	Invoice No: R20241717	5/14/2024		Paid Amt: \$1,200.00	
								Check Amount: \$1,200.00	
								Vendor Total: \$1,200.00	
1240		Keys to Communication							
		4228	OLDN				BP		
			E 01	010 401 000 740 394	Sarah, Speech services 31.5 hrs @ \$90/hr			\$2,835.00	
			E 01	010 401 000 740 394	Pam Lackram, Speech, 119.25 hrs @\$90/hr			\$10,732.50	
			E 01	010 401 000 740 394	mileage 28 hrs @ \$45/hr			\$1,260.00	
PO#:		Voucher #:	10266	Invoice	Invoice No: 09201880	5/14/2024		Paid Amt: \$14,827.50	
								Check Amount: \$14,827.50	
								Vendor Total: \$14,827.50	
1518		Martin Law Firm							
		4228	OLDN				BP		
			E 01	005 111 000 000 305	Legal Services -April			\$212.00	
PO#:		Voucher #:	10265	Invoice	Invoice No: 4/30/2024	5/14/2024		Paid Amt: \$212.00	
								Check Amount: \$212.00	
								Vendor Total: \$212.00	
1674		Midland Glass Co Inc							
		4228	OLDN				BP		
			E 01	005 810 000 000 350	Replace shattered board room window			\$1,350.00	
PO#:		Voucher #:	10274	Invoice	Invoice No: 50352	5/14/2024		Paid Amt: \$1,350.00	
								Check Amount: \$1,350.00	
								Vendor Total: \$1,350.00	

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
1515 Minnesota Coaches Inc							
		4228	OLDN				BP
			E 01 005 760 000 723 360		FY24 SpEd busing route #21-April	\$7,173.60	
PO#:	Voucher #:	10282	Invoice	Invoice No:	95974	5/14/2024	Paid Amt: \$7,173.60
							Check Amount: \$7,173.60
<hr/>							
		4228	OLDN				BP
			E 01 005 760 000 723 360		FY24 SpEd busing route #22-April	\$7,173.60	
PO#:	Voucher #:	10283	Invoice	Invoice No:	95975	5/14/2024	Paid Amt: \$7,173.60
							Check Amount: \$7,173.60
							Vendor Total: \$14,347.20
<hr/>							
1216 Minnesota Historical Society							
		4228	OLDN				BP
			E 01 010 203 000 000 369		MN History Center Fieldtrip-K	\$776.00	
PO#:	Voucher #:	10247	Invoice	Invoice No:	30715	5/1/2024	Paid Amt: \$776.00
							Check Amount: \$776.00
							Vendor Total: \$776.00
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1004 MN Department of Revenue Service							
		4228	OLDN				Wire
			B 01 215 003		MN Withholding	\$6,055.38	
PO#:	Voucher #:	10291	Invoice	Invoice No:	S2024210	5/15/2024	Paid Amt: \$6,055.38
							Check Amount: \$6,055.38
<hr/>							
		4228	OLDN				Wire
			B 01 215 003		MN Withholding	\$6,582.50	
PO#:	Voucher #:	10321	Invoice	Invoice No:	S2024220	5/31/2024	Paid Amt: \$6,582.50
							Check Amount: \$6,582.50
							Vendor Total: \$12,637.88
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1099 MN UI Fund							
		4228	OLDN				Wire
			E 01 005 110 000 000 280		Unemployment Insurance	\$3,016.00	
PO#:	Voucher #:	10261	Invoice	Invoice No:	5.1.24	5/15/2024	Paid Amt: \$3,016.00
							Check Amount: \$3,016.00
							Vendor Total: \$3,016.00
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1462 Monarch Bus Service Inc							
		4228	OLDN				BP
			E 01 005 760 000 723 360		SPED busing route #23 March	\$4,782.40	
PO#:	Voucher #:	10254	Invoice	Invoice No:	94311	5/1/2024	Paid Amt: \$4,782.40
							Check Amount: \$4,782.40

WOODBURY LEADERSHIP ACADEMY Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type		
1462		Monarch Bus Service Inc							
		4228		OLDN			BP		
				E 01 005 760 000 723 360	FY24 SpEd busing route #23-April			\$7,515.20	
PO#:		Voucher #:	10281	Invoice	Invoice No: 95315	5/14/2024		Paid Amt:	\$7,515.20
								Check Amount:	\$7,515.20
<hr/>									
		4228		OLDN			BP		
				E 01 005 760 000 720 360	Busing contract-installment 10 of 10			\$66,880.44	
PO#:		Voucher #:	10277	Invoice	Invoice No: 84141	5/14/2024		Paid Amt:	\$66,880.44
								Check Amount:	\$66,880.44
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		4228		OLDN			BP		
				E 01 005 760 000 733 360	Fieldtrip Busing-History Center Gr 3			\$888.10	
PO#:		Voucher #:	10311	Invoice	Invoice No: 94900	5/30/2024		Paid Amt:	\$888.10
								Check Amount:	\$888.10
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		4228		OLDN			BP		
				E 01 005 760 000 733 360	Fieldtrip Busing-Science Museum Gr 2			\$759.70	
PO#:		Voucher #:	10312	Invoice	Invoice No: 94902	5/30/2024		Paid Amt:	\$759.70
								Check Amount:	\$759.70
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		4228		OLDN			BP		
				E 01 005 760 000 733 360	Fieldtrip Busing-Student Parliament			\$291.50	
PO#:		Voucher #:	10313	Invoice	Invoice No: 95948	5/30/2024		Paid Amt:	\$291.50
								Check Amount:	\$291.50
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		4228		OLDN			BP		
				E 01 005 760 000 720 360	Credit- Missed Bus Run 3.22-4.26.24			(\$555.17)	
PO#:		Voucher #:	10314	Invoice	Invoice No: 96323	5/30/2024		Paid Amt:	(\$555.17)
								Check Amount:	(\$555.17)
								Vendor Total:	\$80,562.17
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1639		Navigate Care Consulting							
		4228		OLDN			BP		
				E 01 010 720 000 000 305	GenEd Nursing off site 3 hr @ \$90/hr			\$295.00	
				E 01 010 420 000 740 394	Erika Sixl, Sped Nursing offsite 6.5 hrs @ \$90/			\$585.00	
PO#:		Voucher #:	10249	Invoice	Invoice No: 6537	5/1/2024		Paid Amt:	\$880.00
								Check Amount:	\$880.00
<hr/>									
		4228		OLDN			BP		
				E 01 010 720 000 000 305	GenEd Nursing off site 1.25 hr @ \$90/hr			\$112.50	
				E 01 010 420 000 740 394	Erika Sixl, Sped Nursing offsite 9 hrs @ \$90/hr			\$810.00	
PO#:		Voucher #:	10276	Invoice	Invoice No: 6591	5/14/2024		Paid Amt:	\$922.50
								Check Amount:	\$922.50
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		4228		OLDN			BP		
				E 01 010 420 000 740 394	Erika Sixl, Sped Nursing offsite 3.5 hrs @ \$90/			\$315.00	

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type		
1639		Navigate Care Consulting	4228	OLDN			BP		
				E 01 010 720 000 000 305	GenEd Nursing off site 1.25 hr @ \$90/hr			\$112.50	
				E 01 010 420 000 740 394	SPED onsite 1 hr @ \$100/hr			\$100.00	
PO#:		Voucher #:	10307	Invoice	Invoice No: 6638	5/30/2024		Paid Amt:	\$527.50
								Check Amount:	\$527.50
								Vendor Total:	\$2,330.00
1634		Nitti Sanitation	4228	OLDN			BP		
				E 01 005 810 000 000 330	Trash Services			\$1,171.84	
PO#:		Voucher #:	10275	Invoice	Invoice No: 603127	5/14/2024		Paid Amt:	\$1,171.84
								Check Amount:	\$1,171.84
								Vendor Total:	\$1,171.84
1441		Old National	4228	OLDN			Wire		
				E 01 005 112 000 000 305	service fees			\$515.63	
PO#:		Voucher #:	10295	Invoice	Invoice No: 5.17.24	5/20/2024		Paid Amt:	\$515.63
								Check Amount:	\$515.63
								Vendor Total:	\$515.63
1759		Powerschool	4228	OLDN			BP		
				E 01 005 108 000 000 405	School Messenger License			\$1,250.00	
PO#:		Voucher #:	10255	Invoice	Invoice No: INV380723	5/1/2024		Paid Amt:	\$1,250.00
								Check Amount:	\$1,250.00
								Vendor Total:	\$1,250.00
1001		Public Employee Retirement Association	4228	OLDN			Wire		
				B 01 215 007	PERA			\$6,112.43	
PO#:		Voucher #:	10290	Invoice	Invoice No: S2024210	5/15/2024		Paid Amt:	\$6,112.43
								Check Amount:	\$6,112.43
			4228	OLDN			Wire		
				B 01 215 007	PERA			\$5,898.43	
PO#:		Voucher #:	10320	Invoice	Invoice No: S2024220	5/31/2024		Paid Amt:	\$5,898.43
								Check Amount:	\$5,898.43
								Vendor Total:	\$12,010.86

WOODBURY LEADERSHIP ACADEMY Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
1013		Region V Computer Services					
		4228		OLDN			BP
				E 01 005 108 000 000 405	FY24 4th Quarter Membership Fee	\$2,436.00	
PO#:		Voucher #:		10241 Invoice	Invoice No: 16683	5/1/2024	Paid Amt: \$2,436.00
							Check Amount: \$2,436.00
							Vendor Total: \$2,436.00
1233		Reno Mothes					
		4228		OLDN			BP
				E 01 010 404 000 740 394	DAPE services: 4.2-4.25.24 8.5 hrs @ \$90	\$765.00	
PO#:		Voucher #:		10286 Invoice	Invoice No: WLA-0081	5/14/2024	Paid Amt: \$765.00
							Check Amount: \$765.00
							Vendor Total: \$765.00
1644		Robemy Cleaning Services LLC					
		4228		OLDN			BP
				E 01 005 810 000 000 305	Cleaning Services-April	\$10,800.00	
PO#:		Voucher #:		10287 Invoice	Invoice No: WLA-33	5/14/2024	Paid Amt: \$10,800.00
							Check Amount: \$10,800.00
							Vendor Total: \$10,800.00
1629		Roberto Martinez					
		4228		OLDN			BP
				E 01 005 810 000 000 401	FY24 Reimb: wall repair supplies	\$26.79	
PO#:		Voucher #:		10264 Invoice	Invoice No: 4/26/2024	5/14/2024	Paid Amt: \$26.79
							Check Amount: \$26.79
							Vendor Total: \$26.79
1731		Sandra Marquez					
		4228		OLDN			BP
				E 01 010 203 000 000 305	Sub teacher 4.18-4.19.24	\$450.00	
PO#:		Voucher #:		10238 Invoice	Invoice No: 4/20/2024	5/1/2024	Paid Amt: \$450.00
							Check Amount: \$450.00
							Vendor Total: \$450.00
1358		Science Museum					
		4228		OLDN			BP
				E 01 010 203 000 000 369	Science Museum fieldtrip Gr 2	\$864.00	
PO#:		Voucher #:		10303 Invoice	Invoice No: 24-0451	5/30/2024	Paid Amt: \$864.00
							Check Amount: \$864.00
							Vendor Total: \$864.00

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
1246		Sentient Healthcare					
		4228		OLDN			BP
				E 01 010 405 000 740 394	Audiology: 2.5 hrs @ \$110/hr	\$275.00	
PO#:		Voucher #:	10301	Invoice	Invoice No: 125879	5/30/2024	
							Paid Amt: \$275.00
							Check Amount: \$275.00
							Vendor Total: \$275.00
1241		Sheila Merzer					
		4228		OLDN			BP
				E 01 010 411 000 740 394	Sheila Merzer, ASD, 3.25 hrs @ \$125/hr	\$406.25	
PO#:		Voucher #:	10243	Invoice	Invoice No: 24251	5/1/2024	
							Paid Amt: \$406.25
							Check Amount: \$406.25
							Vendor Total: \$406.25
		4228		OLDN			BP
				E 01 010 411 000 740 394	Sheila Merzer, ASD, 4.25 hrs @ \$125/hr	\$531.25	
PO#:		Voucher #:	10244	Invoice	Invoice No: 24259	5/1/2024	
							Paid Amt: \$531.25
							Check Amount: \$531.25
							Vendor Total: \$531.25
		4228		OLDN			BP
				E 01 010 411 000 740 394	Sheila Merzer, ASD, 4.25 hrs @ \$125/hr	\$187.50	
PO#:		Voucher #:	10270	Invoice	Invoice No: 24269	5/14/2024	
							Paid Amt: \$187.50
							Check Amount: \$187.50
							Vendor Total: \$187.50
		4228		OLDN			BP
				E 01 010 411 000 740 394	Sheila Merzer, ASD, 1.75 hrs @ \$125/hr	\$218.75	
PO#:		Voucher #:	10304	Invoice	Invoice No: 24290	5/30/2024	
							Paid Amt: \$218.75
							Check Amount: \$218.75
							Vendor Total: \$1,343.75
1710		St. Cloud Refrigeration Inc					
		4228		OLDN			BP
				E 01 005 810 000 000 350	Maintenance service contract-May	\$1,665.00	
PO#:		Voucher #:	10284	Invoice	Invoice No: C010482	5/14/2024	
							Paid Amt: \$1,665.00
							Check Amount: \$1,665.00
							Vendor Total: \$1,665.00
1002		Teachers Retirement Association					
		4228		OLDN			Wire
				B 01 215 006	TRA	\$22,851.95	
PO#:		Voucher #:	10292	Invoice	Invoice No: S2024210	5/15/2024	
							Paid Amt: \$22,851.95
							Check Amount: \$22,851.95

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
1002		Teachers Retirement Association					
		4228		OLDN			Wire
				B 01 215 006	TRA	\$24,159.88	
PO#:		Voucher #:		10322 Invoice	Invoice No: S2024220	5/31/2024	Paid Amt: \$24,159.88
							Check Amount: \$24,159.88
							Vendor Total: \$47,011.83
1029		The Home Depot					
		4228		OLDN			BP
				E 01 005 810 000 000 401	Janitorial supplies	\$2,688.72	
PO#:		Voucher #:		10308 Invoice	Invoice No: 802840579	5/30/2024	Paid Amt: \$2,688.72
							Check Amount: \$2,688.72
							Vendor Total: \$2,688.72
1302		Toshiba Financial Services					
		4228		OLDN			BP
				E 01 010 605 000 000 401	overages	\$1,537.02	
				E 01 010 605 000 000 560	Copier	\$578.75	
PO#:		Voucher #:		10273 Invoice	Invoice No: 5029503039	5/14/2024	Paid Amt: \$2,115.77
							Check Amount: \$2,115.77
							Vendor Total: \$2,115.77
1703		Towanna Napier					
		4228		OLDN	6216		Check
				E 01 005 760 000 720 360	Student Transportation	\$501.70	
PO#:		Voucher #:		10258 Invoice	Invoice No: 4.12.24	5/10/2024	Paid Amt: \$501.70
							Check Amount: \$501.70
		4228		OLDN	6217		Check
				E 01 005 760 000 720 360	Student Transportation	\$543.50	
PO#:		Voucher #:		10259 Invoice	Invoice No: 5.8.24	5/10/2024	Paid Amt: \$543.50
							Check Amount: \$543.50
							Vendor Total: \$1,045.20
1635		USBank					
		4228		OLDN			Wire
				E 01 005 850 000 348 570	Rent	\$104,477.08	
PO#:		Voucher #:		10262 Invoice	Invoice No: 5.6.24	5/15/2024	Paid Amt: \$104,477.08
							Check Amount: \$104,477.08
							Vendor Total: \$104,477.08

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
1417		VOYA					
			4228	OLDN			Wire
				B 01 215 011	TSA	\$1,739.90	
PO#:		Voucher #:	10293	Invoice	Invoice No: S2024210	5/15/2024	Paid Amt: \$1,739.90
							Check Amount: \$1,739.90
							Vendor Total: \$3,479.80
1646		Washington County					
			4228	OLDN			Wire
				B 01 118 000	Special Assessments Taxes	\$892.55	
PO#:		Voucher #:	10263	Invoice	Invoice No: 5.10.24	5/15/2024	Paid Amt: \$892.55
							Check Amount: \$892.55
							Vendor Total: \$892.55
1758		Worldstrides					
			4228	OLDN			BP
				E 01 010 203 000 000 305	Boston trip-xtra chaperone cost	\$1,089.00	
PO#:		Voucher #:	10246	Invoice	Invoice No: 3.28.24 ID 208783	5/1/2024	Paid Amt: \$1,089.00
							Check Amount: \$1,089.00
							Vendor Total: \$1,438.00
			4228	OLDN			BP
				E 01 010 203 000 000 305	Boston trip-chaperone cost-NR	\$349.00	
PO#:		Voucher #:	10269	Invoice	Invoice No: 208783	5/14/2024	Paid Amt: \$349.00
							Check Amount: \$349.00
							Vendor Total: \$1,438.00
1632		Xcel Energy					
			4228	OLDN			Wire
				E 01 005 810 000 000 330	Electric	\$5,691.79	
PO#:		Voucher #:	10317	Invoice	Invoice No: 5.23.24	5/31/2024	Paid Amt: \$5,691.79
							Check Amount: \$5,691.79
							Vendor Total: \$5,691.79

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type	
1737		Zayo Group LLC	4228	OLDN			BP	
				E 01 005 810 000 000 320	Telecommunications service 5.1-5.31.24	\$633.94		
PO#:		Voucher #:		10302	Invoice	Invoice No: 2.02405E+12	5/30/2024	Paid Amt: \$633.94
							Check Amount: \$633.94	
							Vendor Total: \$633.94	
							Report Total: \$612,623.44	

WOODBURY LEADERSHIP ACADEMY

Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
2021	4228	ESC	ESCRC													
Jan-March escrow				2045	Credit	A	03/31/24	Check	1	M						
										Miscellaneous Customer						
										4228 R 50 005 000 000 000 092	Jan interest				8,765.83	0.00
										4228 R 50 005 000 000 000 092	Feb Interest				7,469.99	0.00
										4228 R 50 005 000 000 000 092	March Interest				7,296.02	0.00
										4228 R 50 005 000 000 000 093	Jan rent				104,477.08	0.00
										4228 R 50 005 000 000 000 093	Feb rent				104,477.08	0.00
										4228 R 50 005 000 000 000 093	March rent				104,477.08	0.00
														Receipt Total:	\$336,963.08	\$0.00
														Deposit Total:	\$336,963.08	\$0.00
2022	4228	OLDN	CR0524													
FY24 SERVS				2046	Credit	A	05/03/24	Check	1	M						
										Miscellaneous Customer						
										4228 B 01 121 000	FY23 SPED Tution				38,813.17	0.00
														Receipt Total:	\$38,813.17	\$0.00
														Deposit Total:	\$38,813.17	\$0.00
2023	4228	OLDN	CR0524													
FY24 SERVS				2047	Credit	A	05/09/24	Check	1	M						
										Miscellaneous Customer						
										4228 R 02 005 770 000 701 300	State Lunch				28,962.99	0.00
										4228 R 02 005 770 000 705 300	State Breakfast				11,063.20	0.00
										4228 R 02 005 770 000 701 472	Free/Reduced Lunch				8,091.95	0.00
										4228 R 02 005 770 000 705 476	School Breakfast				5,886.32	0.00
										4228 R 02 005 770 000 701 471	HHFKA Lunch				745.76	0.00
										4228 R 02 005 770 000 701 471	School Lunch-Fed				3,728.80	0.00
														Receipt Total:	\$58,479.02	\$0.00
														Deposit Total:	\$58,479.02	\$0.00
2024	4228	OLDN	CR0524													
FY24 Draws				2048	Credit	A	05/10/24	Check	1	M						
										Miscellaneous Customer						
										4228 R 01 005 000 000 419 400	FY24 FIN 419				1,055.28	0.00
										4228 R 01 005 000 000 425 400	FY24 FIN 425				2,610.02	0.00
										4228 R 01 005 000 000 401 400	FY24 Title I (433-000)				950.17	0.00
										4228 R 01 005 000 000 401 400	FY24 Title I				10,871.71	0.00
										4228 R 01 005 000 012 169 400	FY24 FIN 169 CRA 012				1,110.76	0.00
														Receipt Total:	\$16,597.94	\$0.00
														Deposit Total:	\$16,597.94	\$0.00

WOODBURY LEADERSHIP ACADEMY

Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount	
2025	4228	OLDN	CR0524														
FY24 Donations				2049	Credit	A	05/10/24	Check	1	DONATE	Donations						
							4228	R	01	005	000	000	000	096	MightyCause	45.00	0.00
														Receipt Total:	\$45.00	\$0.00	
														Deposit Total:	\$45.00	\$0.00	
2026	4228	OLDN	CR0524														
FY24 IDEAS				2050	Credit	A	05/15/24	Check	1	M	Miscellaneous Customer						
							4228	R	01	005	000	000	000	211	FY24 Gen Ed	639,633.61	0.00
							4228	R	01	005	000	000	740	360	State Aid for Spec Education	325,597.55	0.00
							4228	R	01	005	000	000	348	300	FY24 Charter Sch Lease	100,638.13	0.00
														Receipt Total:	\$1,065,869.29	\$0.00	
														Deposit Total:	\$1,065,869.29	\$0.00	
2027	4228	OLDN	CR0524														
i3Education				2051	Credit	A	05/14/24	Check	1	M	Miscellaneous Customer						
							4228	R	01	005	000	000	000	050	milk	5.00	0.00
														Receipt Total:	\$5.00	\$0.00	
														Deposit Total:	\$5.00	\$0.00	
2028	4228	OLDN	CR0524														
FirstCard Rewards				2052	Credit	A	05/28/24	Check	1	M	Miscellaneous Customer						
							4228	R	01	005	000	000	000	099	Firstcard rewards	350.00	0.00
														Receipt Total:	\$350.00	\$0.00	
														Deposit Total:	\$350.00	\$0.00	
2029	4228	OLDN	CR0524														
5.30.24 Deposit				2053	Credit	A	05/30/24	Check	1	M	Miscellaneous Customer						
							4228	R	01	005	000	000	000	050	milk sales	2.25	0.00
							4228	R	01	005	000	000	000	050	Gr 4 Fieldtrip-Childrens theat	45.00	0.00
							4228	R	01	005	000	000	000	050	Gr 5 fieldtrip Serv learning	1,135.00	0.00
							4228	R	01	005	000	000	000	050	Gr7 fieldtrip-bowling	180.00	0.00
							4228	R	01	005	000	000	000	050	Gr8 fieldtrip-Valley fair	1,490.00	0.00
							4228	R	01	005	000	000	000	621	yearbook sales	200.00	0.00
							4228	R	01	005	000	000	372	071	Med Assist Fr Dept of HS	323.52	0.00

WOODBURY LEADERSHIP ACADEMY

Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
2029	4228	OLDN	CR0524													
5.30.24 Deposit																
				2053	Credit	A	05/30/24	Check	1	M						
							4228	R	01	005	000	000	000	050		
										Gr2 fiedltrip-science museum					20.00	0.00
														Receipt Total:	\$3,395.77	\$0.00
														Deposit Total:	\$3,395.77	\$0.00
2030	4228	OLDN	CR0524													
FY24 May Interest																
				2054	Credit	A	05/31/24	Check	1	I						
							4228	R	01	005	000	000	092			
										Interest Earnings					6,484.07	0.00
														Receipt Total:	\$6,484.07	\$0.00
														Deposit Total:	\$6,484.07	\$0.00
2031	4228	OLDN	CR0524													
FY24 IDEAS																
				2055	Credit	A	05/31/24	Check	1	M						
							4228	R	01	005	000	000	317	211		
										ENG Learner cross subs					246.89	0.00
							4228	R	01	005	000	000	348	300		
										Charter Sch lease					310,365.42	0.00
														Receipt Total:	\$310,612.31	\$0.00
														Deposit Total:	\$310,612.31	\$0.00
														Report Total:	\$1,837,614.65	\$0.00

WOODBURY LEADERSHIP ACADEMY Journal Entry Listing

JE Cd	Period	Date	St	Src	Ref	Description	Detail Desc	L	Fd	Org	Pro	Cr	Fin	O/S	Account Description	Debit Amount	Credit Amount
5331	202410	04/30/2024	P	JE	118/2024	Due to Due from thru 4.30.24	Hammel site devlpmnt playgro	B	50	205	000				Due To Other Funds	0.00	2,599.16
							Hammel site devlpmnt playgro	E	50	005	110	000	000	305	Consult/Fees For Svc	2,599.16	0.00
																\$2,599.16	\$2,599.16
5353	202411	05/31/2024	P	JE	118/2024	Due to Due from thru 5.31.24	WA County May	B	50	205	000				Due To Other Funds	0.00	892.55
							Creative Planning May	B	50	205	000				Due To Other Funds	0.00	3,500.00
							Creative Planning May	B	50	205	000				Due To Other Funds	0.00	4,000.00
							HGA Hammel May	B	50	205	000				Due To Other Funds	0.00	2,912.04
							WA County May	E	50	005	110	000	000	305	Consult/Fees For Svc	892.55	0.00
							Creative Planning May	E	50	005	110	000	000	305	Consult/Fees For Svc	3,500.00	0.00
							Creative Planning May	E	50	005	110	000	000	305	Consult/Fees For Svc	4,000.00	0.00
							HGA Hammel May	E	50	005	110	000	000	305	Consult/Fees For Svc	2,912.04	0.00
																\$11,304.59	\$11,304.59



Meeting: Finance Committee Meeting Agenda/Minutes

Date: Monday June 17, 2024

Time: 10:00 am

Location: Virtual Meeting

Meeting Minutes

Meeting Call to Order and Roll Call -

Members present - Mandi Folks, Dr. Mortensen, Jolene Skordahl, [Dustin J. Reeves](#), Judith Darling

Members not present -

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 May 2024 - [Dustin J. Reeves](#),
2. [Topographical Survey Bid](#)- Dr. Mortensen, FYI survey was \$2,900
3. CKC Good Food Contract - Dr. Mortensen
 - a. [Milk Contract](#)
4. Staff employment agreements - Dr. Mortensen
5. Increased expenses with 1st floor remodel, soccer field and playground - Dr. Mortensen
6. [PaySchools Contract](#) - Dr. Mortensen
7. [Leadership Transition Plan](#)- Dr. Mortensen
8. Coaching Salary Proposal - Jolene Skordahl
 - a. [Archery Coaching Stipend Proposal](#)
9. Expired credit cards not being renewed, Divvy card to be transferred to Jonus Beugen, Old National account to transferred to Jonus Beugen (Board Motion), Paychecks exchange ED signers, (EDIAM form to be signed by Jolene Skordahl)
10. Amazon Business Essentials, Home Depot, Auto payments for insurance, benefits, utilities signed over to Nicole Link.
11. Robemy Cleaning Service, waxing floors, clean carpets, touch up painting, products bid \$20,000. Board motion to move forward with. - Dr. Mortensen
12. Change regularly schedule meeting date/time. July 10, @10am - Jolene Skordahl

Housekeeping - New employee contract ratifications, St.Cloud Refrigeration (HVAC)

Next Regularly Scheduled WLA Board of Directors Finance Committee Meeting -

Date: Wednesday, July 10 @ 10:00am

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

Adjournment 10:46

TO: WLA Board of Directors
DA: June 19, 2024
FR: Ryan Sheak
Facilities Committee Chairman
RE: Notes from Facilities Committee Meeting June 19, 2024

Meeting was called to order at 4:32 p.m. by Mr. Sheak. Others present included Mr. Broderick, and Dr. Mortensen.

1. Mr. Broderick reported out that he had spoken with the City of Woodbury about a plan to replace the dead trees and shrubs on the west side of the building and in back of the building. The \$5,000 contingency fund will be allocated back to WLA once the trees and shrubs have been replaced. We will meet with the City of Woodbury on June 25th to follow up on waiting until September to move trees, and regarding the potential move of a playground, on a temporary basis.
2. Dr. Mortensen will contact Rainbow Playgrounds to get an estimate on the cost for moving the east playground.
3. Mr. Broderick will contact Dirt Monkey to discuss the timing and extent of dirt and sod work around the facility.
4. The budget has been adjusted for the increased amount of the 1st floor renovation. (The June Finance Committee notes address this.)
5. There was discussion regarding the high use of WLA facilities by the City of Woodbury which we enjoy, but we are also looking for some help with the added expenses.
6. Mr. Broderick will reach out to Rochon regarding leaking water, as well as speaking with custodians to try and figure out why some water is leaking from a 3rd floor classroom onto the 2nd floor track area.

The meeting concluded at 5:01 p.m.

24-25 Teacher Ratifications

Christina Burnett - Multiple Language Learners Teacher/Coordinator
Allison Pint - Gr 3 Teacher
Sam Cunningham - Behavior Interventionist
Thomas Calderon - Food Service
Amy Sorensen - Food Service
Autumn Handahl - Middle School Science Teacher
Jodi Webb - Receptionist
Julie Ohs - Special Education Teacher
Madi Goodman - Gr 1 Teacher
Sandy Session - Art Teacher
Allison Youngblood - Special Education Para Professional
Ben Martinson - Multiple Language Learners Teacher/Coordinator
Marc Ives - In House Substitute Teacher
Michelle Simonet - Paraprofessional
Miranda Lemon - Gr 2 Teacher

School Nutrition Programs Renewal of Contract for Vended Meals School Year 2024–25

Upon mutual agreement of the School Nutrition Program (SNP) school food authority (SFA) and the Vendor, a SNP Contract for Vended Meals may be renewed for subsequent one-year terms after the original contract. Program regulations (7 CFR 210.16) allow a contract to be renewed up to four times (total of five years). State law for public schools (Minnesota Statutes 2023, section 123B.52) allows an SNP Contract for Vended Meals to follow the federal rule for up to four renewals if federal program requirements are met.

This template must be used for contract renewal, without change to any provisions except for inserting required information. No material changes may be made to the original contract.

1. Definitions

“SFA” refers to the school food authority that is contracting for the meals and will claim the meals for SNP reimbursements.

SFA: Woodbury Leadership Academy

SFA’s Cyber-Linked Interactive Child Nutrition System (CLiCS) Identification Number: _____

“Vendor” refers to the company, school or other organization providing meals to the SFA.

Vendor: Madone Inc dba CKC Good Food

“Original contract” refers to the first year of the contract, which started on 7/1/2023

2. Renewal of Contract

SFA and Vendor mutually agree to renew the original contract for the term indicated below, not to exceed one year, without change except for adjustments specified in this renewal document. The contract may be renewed a maximum of four times (a total of five years including the original contract).

This is the 2nd year of the contract, counting the original contract and all renewals.

Start Date for Renewed Contract: 7/1/2024 End Date for Renewed Contract: 6/30/2025

3. Adjustments to Contract

SFA and Vendor agree to the terms of the original Contract for Vended Meals, as adjusted here, for the term of the renewed contract.

a. Financial Terms

SFA will pay the fixed meal prices specified in the original contract, as adjusted here. Vendor will not charge any fees, or request reimbursement of costs, in addition to the adjusted fixed meal prices. For each meal

service, the table below shows the 2023–24 meal price, the mutually agreed percentage increase, and the 2024–25 meal price (rounded to the nearest whole cent). **The percentage increase may not exceed 4.2%** (the increase in the cost of Food Away from Home from the Consumer Price Index for All Urban Consumers (CPI-U), Midwest Region, for the 12 months ending December 2023.) **The meal price is for one full reimbursable meal and cannot separate out any one component of the reimbursable meal (i.e. the price of milk *must* be included in total fixed meal price).**

SFA and Vendor mutually agree to the 2024–25 meal prices shown below:

Meal Type OVS	2023–24 Price	Percentage Increase	2024–25 Price
Breakfast/Lunch	\$ 2.41/4.46	0 %	\$ 2.35/4.35
Allergen Free Meal	\$ 5.31	0 %	\$ 5.30
Lactose/Dairy Free Milk	\$ 1.40	0 %	\$ 1.40

A la carte Milk
 b. Non-Financial Terms *N/A* *- 38*

Minor adjustments to non-financial terms of the original contract may be made. Major changes to contractual responsibilities may not be made without rebidding.

Describe any adjustments to non-financial terms here: *A la carte Milk*

4. U.S. Department of Agriculture (USDA) Foods

If Vendor will use USDA Foods in the preparation of meals at its commercial facility, Vendor is a processor of USDA Foods as defined in federal regulations (7 CFR 250.3). Vendor acknowledges that it will be required to enter into an In-State Processing Agreement with the Minnesota Department of Education or, if Vendor operates in multiple states, a National Processing Agreement with USDA, and to comply with the terms of the processing agreement.

Vendor will credit SFA for the cash value of USDA Foods received for use. Costs to Vendor of receiving and using USDA Foods are included in the fixed meal charges. Vendor will not charge any fees or request reimbursement of any costs related to USDA Foods.

SFA confirms that it has fully received credits for USDA Foods for school year 2023–24 or at a minimum for school year 2022–23 before renewing the contract for 2024–25, as documented on the Reconciliation of Credits for USDA Foods form or other documentation.

5. Termination

SFA or Vendor may terminate this contract for cause as allowed in the original contract. The contract may be terminated for convenience (no cause) if the parties mutually agree to terminate for convenience.

6. Vendor Certification Statements

Total estimated contract payments during the renewal year are: \$ _____

Check one:

- The contract amount is expected to be less than \$100,000. A Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower-Tier Covered Transactions (signed by Vendor) is attached to this contract.
- The contract amount is expected to be \$100,000 or more. In addition to the certification listed above, a Certification Regarding Lobbying (signed by Vendor) and, if applicable, a Disclosure of Lobbying Activities (signed by Vendor) are attached to this contract.

Signatures

School Food Authority (SFA) Name: _____

Name of SFA's Authorized Representative: _____

Title: _____

Signature of Authorized Representative: _____

Date: _____

SFA Contact: _____

Title: _____

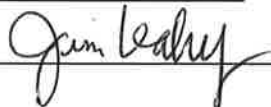
Phone: _____

Email: _____

Vendor Name: Madone Inc dba CKC Good Food

Name of Vendor's Authorized Representative: Jim Leahy

Title: Client Services Manager

Signature of Authorized Representative: 

Date: 5/23/2024

Vendor Contact: Jim Leahy

Title: Client Services Manager

Phone: 651-453-1136

Email: jim@ckcgoodfood.com

Independent Price Determination Certificate

Both the SFA and the Food Service Management Company (FSMC) shall execute this Independent Price Determination Certificate.

Madone Inc dba CKC Good Food

Name of FSMC

Name of SFA


By submission of this offer, the FSMC certifies and—in the case of a joint offer—each party thereto certifies as to its own organization, that in connection with this procurement:

1. The prices in this offer have been arrived at independently, without consultation, communication or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other FSMC or with any competitor.
2. Unless otherwise required by law, the prices which have been quoted in this offer have not been knowingly disclosed to the FSMC and will not knowingly be disclosed by the FSMC prior to opening in the case of an advertised procurement or prior to award in the case of a negotiated procurement, directly or indirectly to any other FSMC for the purpose of restricting competition.
3. No attempt has been made or will be made by the FSMC to induce any person or firm to submit or not submit an offer for the purpose of restricting competition.

Each person signing this offer on behalf of the FSMC certifies that:

1. He or she is the person in FSMC's organization responsible within the organization for the decision as to the prices being offered herein and has not participated, and will not participate, in any action contrary to one through three above; or
2. He or she is not the person in FSMC's organization responsible within the organization for the decision as to the prices being offered herein, but that he or she has been authorized in writing to act as agent for the persons responsible for such decision in certifying that such persons have not participated and will not participate in any action contrary to one through three above, and as their agent does hereby certify; and he or she has not participated, and will not participate, in any action contrary to one through three above.

To the best of my knowledge, this FSMC, its affiliates, subsidiaries, officers, directors and employees are not currently under investigation by any government agency and have not in the last three years been convicted of or found liable for any act prohibited by state or federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

<u></u>	<u>Client Services Manager</u>	<u>5/23/2024</u>
Signature of FSMC's Authorized Representative	Title	Date

In accepting this offer, the SFA certifies that no representative of the SFA has taken any action that may have jeopardized the independence of the offer referred above.

_____ Signature of SFA Authorized Representative	_____ Title	_____ Date
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Instructions for Certification Regarding Debarment Form

1. By signing and submitting this form, the prospective lower-tier participant is providing the certification set out on the certification form in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower-tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower-tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower-tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower-tier covered transaction," "participant," "person," "primary-covered transaction," "principal," "proposal" and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower-tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower-tier covered transaction with a person who is debarred, suspended, declared ineligible or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower-tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion — Lower-tier Covered Transactions," without modification, in all lower-tier covered transactions and in all solicitations for lower-tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower-tier covered transaction that it is not debarred, suspended, ineligible or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Excluded Parties List data on the federal System for Award Management website (EPLS).
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph five of these instructions, if a participant in a covered transaction knowingly enters into a lower-tier covered transaction with a person who is suspended, debarred, ineligible or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies as appropriate, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion

Lower-Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Executive Order 12689, and 31 U.S.C. 6101; Debarment and Suspension, 2 CFR Part 417, Subpart C, Responsibilities of Participants Regarding Transactions Doing Business with Other Persons.

Read instructions on previous page before completing certification.

1. The prospective lower-tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal department or agency.
2. Where the prospective lower-tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

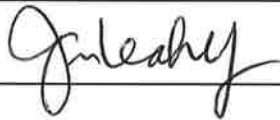
Vendor Name: Madone Inc dba CKC Good Food

Award Number or Project Name: National School Lunch Program

Name of Authorized Vendor Representative: Jim Leahy

Title: Client Services Manager

Signature: _____



Date: 5/23/2024

Certification Regarding Lobbying

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with the awarding of a federal contract, the making of any federal grant, the making of a federal loan, the entering into a cooperative agreement and the extension, continuation, renewal, amendment or modification of a federal contract, grant, loan or cooperative agreement;
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions;
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Vendor Name: Madone Inc dba CKC Good Food

Award Number or Project Name: National School Lunch Program

Name of Authorized Vendor Representative: Jim Leahy

Title: Client Services Manager

Signature: _____



Date: 5/23/2024

Assurance of Civil Rights Compliance Certification

The vendor hereby agrees that it will comply with:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.);
- Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.);
- Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794);
- Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.);
- Title II and Title III of the Americans with Disabilities Act (ADA) of 1990 as amended by the ADA Amendment Act of 2008 (42 U.S.C. 12131-12189);
- Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency." (August 11, 2000);
- All provisions required by the implementing regulations of USDA (7 CFR Part 15 et seq.);
- Department of Justice Enforcement Guidelines (28 CFR Parts 35, 42 and 50.3);
- Food and Nutrition Service (FNS) directives and guidelines to the effect that, no person shall, on the grounds of race, color, national origin, sex (including gender identity and sexual orientation), age or disability, be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination under any program or activity for which the Program applicant receives Federal financial assistance from USDA; and hereby gives assurance that it will immediately take measures necessary to effectuate this Agreement.
- The USDA non-discrimination statement that in accordance with Federal civil rights law and USDA civil rights regulations and policies, the USDA, its Agencies, offices, and employees and Institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs).

This assurance is given in consideration of and for the purpose of obtaining any and all Federal financial assistance, grants and loans of Federal funds, reimbursable expenditures, grant or donation of Federal property and interest in property, the detail of Federal personnel, the sale and lease of and the permission to use Federal property or interest in such property or the furnishing of services without consideration or at a nominal consideration, or at a consideration that is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale, lease or furnishing of services to the recipient, or any improvements made with Federal financial assistance extended to the Program applicant by USDA. This includes any Federal agreement, arrangement or other contract that has as one of its purposes the provision of cash assistance for the purchase of food and cash assistance for purchase or rental of food service equipment or any other financial assistance extended in reliance on the representations and agreements made in this assurance.

By accepting this assurance, the vendor agrees to compile data, maintain records and submit records and reports as required, to permit effective enforcement of nondiscrimination laws and permit authorized USDA personnel during hours of program operation to review and copy such records, books, accounts and access such facilities and interview such personnel as needed to ascertain compliance with the nondiscrimination laws. If there are any violations of this assurance, the Department of Agriculture, FNS, shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the vendor, its successors, transferees and assignees as long as it receives assistance or retains possession of any assistance from USDA. The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the vendor.

In accordance with federal civil rights law and USDA civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form, which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. **fax:**
(833) 256-1665 or (202) 690-7442; or
3. **email:**
Program.Intake@usda.gov

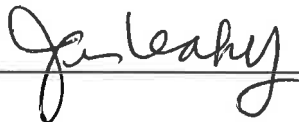
This institution is an equal opportunity provider.

Vendor Name: Madone Inc dba CKC Good Food

Award Number or Project Name: School Nutrition Program (NSLP, SBP)

Name and Title of Authorized Representative: Jim Leahy/Client Services Manager

Signature: _____



Date: 5/23/2024

Archery Coaching Stipend Proposal

The Archery season is November - March. The current club had approximately 21 students, in grades 4-8, who came to meetings once a week on a regular basis. Coaches have spent on average 1-2 hours per week planning for the upcoming season, managing equipment, networking with area teams and reviewing area teams programs.

The Archery team will practice twice a week for 1 ½ hours in the school year 24-25. The team is estimated to grow to 30+ students for competition at 3 levels (elementary, middle school and high school). There are seven 2-day tournaments that the team may compete in. Archers may have the opportunity to participate in the regional, state and national tournaments after the regular season.

The proposed coaching stipends for the 24-25 school year is \$2,750 per coach. WLA coaches will be titled "Co-Coaches", instead of Head and Assistant coaches. The total for coaches' salaries was based on similar teams within our area. (St. Croix Prep, Mahtomedi, White Bear Lake)

For reference, this is the [St.Croix Prep Salary Stipends](#) for coaches. Page 44 lists all coaching positions and salary stipends.



PaySchools
40 Burton Hills Blvd Ste 415
Nashville, TN 37215
(800) 669-0792

Date	Invoice
07/01/2024	266512
Account	
WoodburyLeadershipAc	

Bill To:
Woodbury Leadership Academy Attn: Casidee Schrandt 8089 Globe Drive Woodbury, MN 55125 United States

Ship To
Woodbury Leadership Academy 8089 Globe Drive Woodbury, MN 55125 United States

Terms	Due Date	PO Number	Reference
Net 30 days	07/31/2024		Annual Billing for 2024-2025

Products & Other Charges	Quantity	Price	Amount
PS Annual Software/Hardware Maintenance: Annual Agreement			
POSPACK002: QuikLunch POS software, QuikApps free and reduced meal application software, PaySchools Back Office inventory managment software, PaySchools cloud hosted Admin software for full district wide controls and reporting, and PaySchools Central for all parent payment needs. This is an annual software maintainence subscription and includes all support, and enahancements and will be charged yearly.	3.00	\$995.00	\$2,985.00
QUIK002: QuikLunch POS Terminal - Annual Agreement	3.00	\$0.00	\$0.00
QUIKAPP002: QuikApps Annual Agreement	1.00	\$0.00	\$0.00
PSCENAD001: PaySchools Admin Annual Agreement / District	1.00	\$0.00	\$0.00
PSCENT001: PaySchools Central	1.00	\$0.00	\$0.00
TEKWARR001: Celeron TekVision Computer - Annual Agreement Windows 11	3.00	\$180.00	\$540.00
Pin-004: Genovation 904 Pin Pad Annual Agreement	3.00	\$35.00	\$105.00
Total Products & Other Charges:			\$3,630.00

Make checks payable to: PaySchools	Invoice Subtotal:	\$3,630.00
	Sales Tax:	\$0.00
	Invoice Total:	\$3,630.00
	Payments:	\$0.00
	Credits:	\$0.00
	Balance Due:	\$3,630.00



Stantec Consulting Services Inc.
2080 Wooddale Drive, Suite 100
Woodbury, MN 55125

May 10, 2024

Ben Broderick

Woodbury Leadership Academy
8089 Globe Drive
Woodbury, MN 55125

Re: Topographic Survey Proposal – Woodbury Leadership Academy

Dear Mr. Broderick,

Thank you for the opportunity to provide you with the following survey proposal. Please review the following Scope of Services and Fee Proposal and contact me if you have any questions, would like any revisions to the scope, or if we can be of further assistance in any respect.

If the proposed fees and attached terms and conditions are acceptable to you, please sign the last page of this proposal and return it to us via email.

Regards,

Stantec Consulting Services Inc.

A handwritten signature in black ink that reads "Jason Nelson". The signature is written in a cursive, flowing style.

Jason Nelson
Real Estate Survey Manager

Re: Survey Proposal

Topographic Survey

- Conduct a field survey of the project area as shown on the attached exhibit A
- Collect sufficient elevation data to generate surface contours at a 1' contour interval across the project area
- Locate all visible improvements, above ground utility structures and significant site features on the project area and adjacent road right of ways
- Locate public utility lines marked as a result of a Gopher State One Call utility locate request and based on visible above ground evidence and plans provided
- Determine rim elevations, invert elevations and pipe sizes of all storm and sanitary structures on project area and adjacent road right of ways
- Create a Topographic Survey Map depicting the property boundaries, one foot ground contours, existing improvements, public utility lines and any pertinent data obtained during the survey

Deliverables:

- Survey data in AutoCAD format including point data
- PDF of Boundary and Topographic Survey Map

Assumptions:

- A private utility locate request is not covered in this scope of services.
- Sufficient site access will be provided by the client

Fee Proposal:

Based on the above scope of services, we propose to provide the survey for the following Fixed Fee: **\$2,900** due upon receipt of the invoice.

Re: Survey Proposal

By signing this proposal, the client authorizes Stantec to proceed with the services herein described and the Client acknowledges that it has read and agrees to be bound by the attached Professional Services Terms and Conditions.

This proposal is accepted and agreed on _____ (date)

On behalf of: _____

(enter client name and billing address if different than shown above)

Print Name & Title

Signature



The following Terms and Conditions are attached to and form part of a proposal for services to be performed by Consultant and together, when the Client authorizes Consultant to proceed with the services, constitute the Agreement. Consultant means the Stantec entity issuing the Proposal.

DESCRIPTION OF WORK: Consultant shall render the services described in the Proposal (hereinafter called the "Services") to the Client.

DESCRIPTION OF CLIENT: The Client confirms and agrees that the Client has authority to enter into this Agreement on its own behalf and on behalf of all parties related to the Client who may have an interest in the Project.

TERMS AND CONDITIONS: No terms, conditions, understandings, or agreements purporting to modify or vary these Terms and Conditions shall be binding unless hereafter made in writing and signed by the Client and Consultant. In the event of any conflict between the Proposal and these Terms and Conditions, these Terms and Conditions shall take precedence. This Agreement supercedes all previous agreements, arrangements or understandings between the parties whether written or oral in connection with or incidental to the Project.

COMPENSATION: Payment is due to Consultant upon receipt of invoice. Failure to make any payment when due is a material breach of this Agreement and will entitle Consultant, at its option, to suspend or terminate this Agreement and the provision of the Services. Interest will accrue on accounts overdue by 30 days at the lesser of 1.5 percent per month (18 percent per annum) or the maximum legal rate of interest. Unless otherwise noted, the fees in this agreement do not include any value added, sales, or other taxes that may be applied by Government on fees for services. Such taxes will be added to all invoices as required.

NOTICES: Each party shall designate a representative who is authorized to act on behalf of that party. All notices, consents, and approvals required to be given hereunder shall be in writing and shall be given to the representatives of each party.

TERMINATION: Either party may terminate the Agreement without cause upon thirty (30) days notice in writing. If either party breaches the Agreement and fails to remedy such breach within seven (7) days of notice to do so by the non-defaulting party, the non-defaulting party may immediately terminate the Agreement. Non-payment by the Client of Consultant's invoices within 30 days of Consultant rendering same is agreed to constitute a material breach and, upon written notice as prescribed above, the duties, obligations and responsibilities of Consultant are terminated. On termination by either party, the Client shall forthwith pay Consultant all fees and charges for the Services provided to the effective date of termination.

ENVIRONMENTAL: Except as specifically described in this Agreement, Consultant's field investigation, laboratory testing and engineering recommendations will not address or evaluate pollution of soil or pollution of groundwater.

PROFESSIONAL RESPONSIBILITY: In performing the Services, Consultant will provide and exercise the standard of care, skill and diligence required by customarily accepted professional practices normally provided in the performance of the Services at the time and the location in which the Services were performed.

INDEMNITY: The Client releases Consultant from any liability and agrees to defend, indemnify and hold Consultant harmless from any and all claims, damages, losses, and/or expenses, direct and indirect, or consequential damages, including but not limited to attorney's fees and charges and court and arbitration costs, arising out of, or claimed to arise out of, the performance of the Services, excepting liability arising from the sole negligence of Consultant.

LIMITATION OF LIABILITY: It is agreed that the total amount of all claims the Client may have against Consultant under this Agreement, including but not limited to claims for negligence, negligent misrepresentation and/or breach of contract, shall be strictly limited to the lesser of professional fees paid to Consultant for the Services or \$50,000.00. No claim may be brought against Consultant more than two (2) years after the cause of action arose. As the Client's sole and exclusive remedy under this Agreement any claim, demand or suit shall be directed and/or asserted only against Consultant and not against any of Consultant's employees, officers or directors.

Consultant's liability with respect to any claims arising out of this Agreement shall be absolutely limited to direct damages arising out of the Services and Consultant shall bear no liability whatsoever for any consequential loss, injury or damage incurred by the Client, including but not limited to claims for loss of use, loss of profits and/or loss of markets.

Liability of Consultant shall be further limited to such sum as it would be just and equitable for Consultant to pay having regard to the extent of its responsibility for the loss or damage suffered and on the assumptions that all other consultants and all contractors and sub-contractors shall have provided contractual undertakings on terms no less onerous than those set out in this Agreement to the Client in respect of the carrying out of their obligations and have paid to the Client such proportion of the loss and damage which it would be just and equitable for them to pay having regard to the extent of their responsibility.

DOCUMENTS: All of the documents prepared by or on behalf of Consultant in connection with the Project are instruments of service for the execution of the Project. Consultant retains the property and copyright in these documents, whether the Project is executed or not. These documents may not be used for any other purpose without the prior written consent of Consultant. In the event Consultant's documents are subsequently reused or modified in any material respect without the prior consent of Consultant, the Client agrees to defend, hold harmless and indemnify Consultant from any claims advanced on account of said reuse or modification.

Any document produced by Consultant in relation to the Services is intended for the sole use of Client. The documents may not be relied upon by any other party without the express written consent of Consultant, which may be withheld at Consultant's discretion. Any such consent will provide no greater rights to the third party than those held by the Client under the contract, and will only be authorized pursuant to the conditions of Consultant's standard form reliance letter.

Consultant cannot guarantee the authenticity, integrity or completeness of data files supplied in electronic format ("Electronic Files"). Client shall release, indemnify and hold Consultant, its officers, employees, Consultant's and agents harmless from any claims or damages arising from the use of Electronic Files. Electronic files will not contain stamps or seals, remain the property of Consultant, are not to be



used for any purpose other than that for which they were transmitted, and are not to be retransmitted to a third party without Consultant's written consent.

FIELD SERVICES: Consultant shall not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with work on the Project, and shall not be responsible for any contractor's failure to carry out the work in accordance with the contract documents. Consultant shall not be responsible for the acts or omissions of any contractor, subcontractor, any of their agents or employees, or any other persons performing any of the work in connection with the Project. Consultant shall not be the prime contractor or similar under any occupational health and safety legislation.

GOVERNING LAW/COMPLIANCE WITH LAWS: The Agreement shall be governed, construed and enforced in accordance with the laws of the jurisdiction in which the majority of the Services are performed. Consultant shall observe and comply with all applicable laws, continue to provide equal employment opportunity to all qualified persons, and to recruit, hire, train, promote and compensate persons in all jobs without regard to race, color, religion, sex, age, disability or national origin or any other basis prohibited by applicable laws.

DISPUTE RESOLUTION: If requested in writing by either the Client or Consultant, the Client and Consultant shall attempt to resolve any dispute between them arising out of or in connection with this Agreement by entering into structured non-binding negotiations with the assistance of a mediator on a without prejudice basis. The mediator shall be appointed by agreement of the parties. The Parties agree that any actions under this Agreement will be brought in the appropriate court in the jurisdiction of the Governing Law, or elsewhere by mutual agreement. Nothing herein however prevents Consultant from any exercising statutory lien rights or remedies in accordance with legislation where the project site is located.

ASSIGNMENT: The Client shall not, without the prior written consent of Consultant, assign the benefit or in any way transfer the obligations under these Terms and Conditions or any part hereof.

SEVERABILITY: If any term, condition or covenant of the Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions of the Agreement shall be binding on the Client and Consultant.

FORCE MAJEURE: Any default in the performance of this Agreement caused by any of the following events and without fault or negligence on the part of the defaulting party shall not constitute a breach of contract, labor strikes, riots, war, acts of governmental authorities, unusually severe weather conditions or other natural catastrophe, disease, epidemic or pandemic, or any other cause beyond the reasonable control or contemplation of either party. Nothing herein relieves the Client of its obligation to pay Consultant for services rendered.

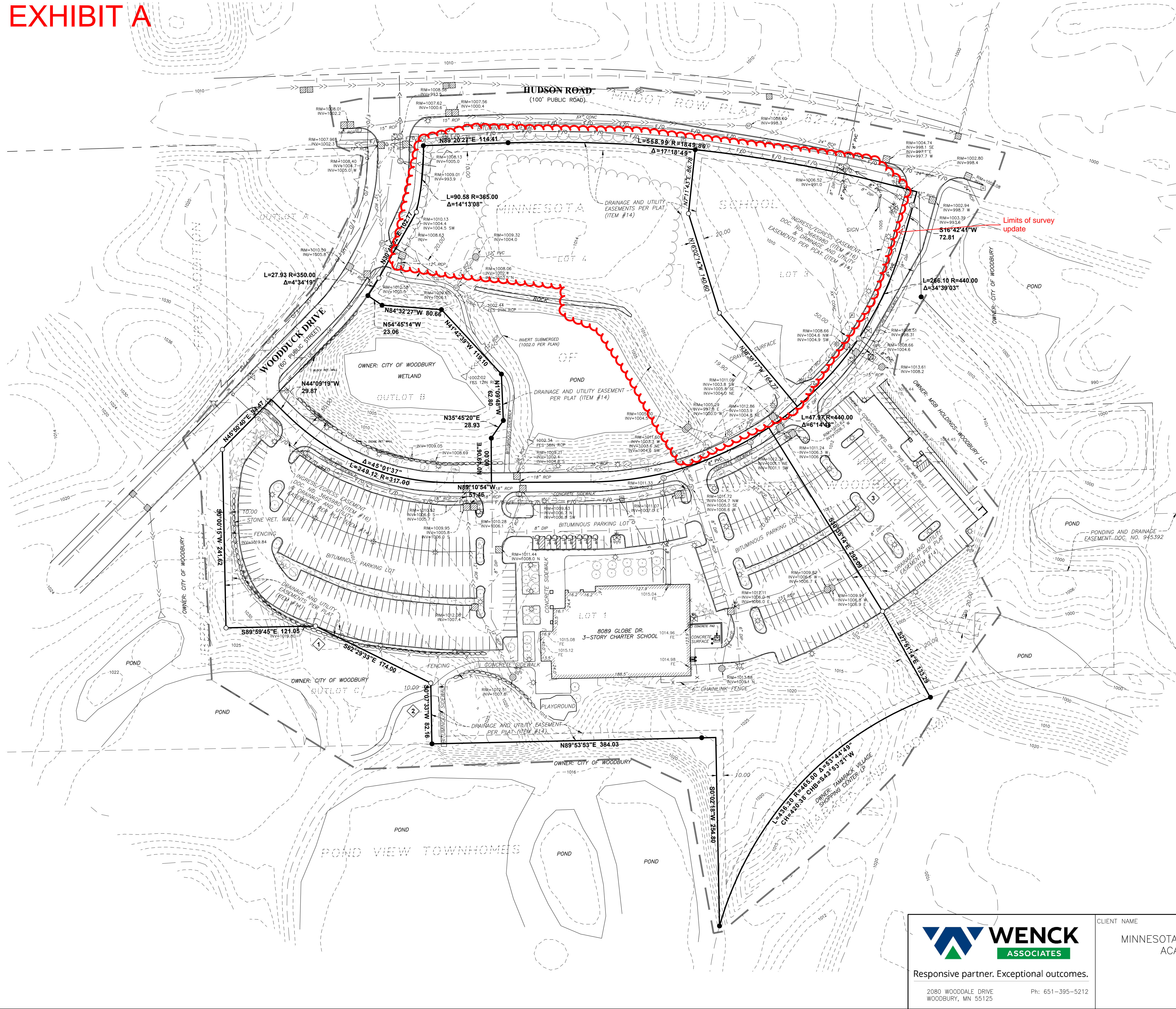
COVID-19: The parties acknowledge the ongoing COVID-19 pandemic and agree that the fee and schedule in the proposal does not include any schedule or cost impact that may occur as a result thereof. To the extent that there are cost or schedule impacts resulting from the COVID-19 pandemic, Stantec shall be entitled to an equitable change order.

CONTRA PROFERENTEM: The parties agree that in the event this Agreement is subject to interpretation or construction by a third party, such third party shall not construe this Agreement or any part of it against either party as the drafter of this Agreement.

FLORIDA CONTRACTS: PURSUANT TO FLORIDA STATUTES CHAPTER 558.0035 AN INDIVIDUAL EMPLOYEE OR AGENT MAY NOT BE HELD INDIVIDUALLY LIABLE FOR DAMAGES RESULTING FROM NEGLIGENCE.

EXHIBIT A

Plot Date & Time: 26 February 2021 10:49 AM
 M:\1718 Woodbury Leadership Academy\20-500\USBC\CA\1718-20-500.dwg



EXISTING PARCEL DESCRIPTION:

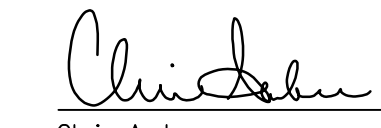
Lots 1, 3 and 4 Block 1, MINNESOTA SCHOOL OF BUSINESS-WOODBURY, according to the recorded plat thereof, Washington County, Minnesota.

SURVEYORS NOTES:

1. This survey was prepared based on the recorded plat only, the surveyor does not guarantee that all or any adverse interests, easements or other encumbrances are shown.
2. Underground utility lines shown hereon are based on markings and maps provided as a result of a Gopher State One Call utility locate request. Wenck cannot guarantee that all lines were marked or that the markings or maps are accurate or complete.
3. Elevations and contour lines shown within the shaded dashed line shown hereon are 1' contour accuracy, areas outside the line are 2' Lidar derived contours, all elevation data is relative to the NAVD83 vertical datum and are based on MNDOT Central Station - Chandler Reset which has an elevation of 1002.23'.
4. Bearings shown hereon as well as any CAD files created by the surveyor are relative to the Washington County Coordinate System NAD83(2011).

SURVEYORS CERTIFICATION:

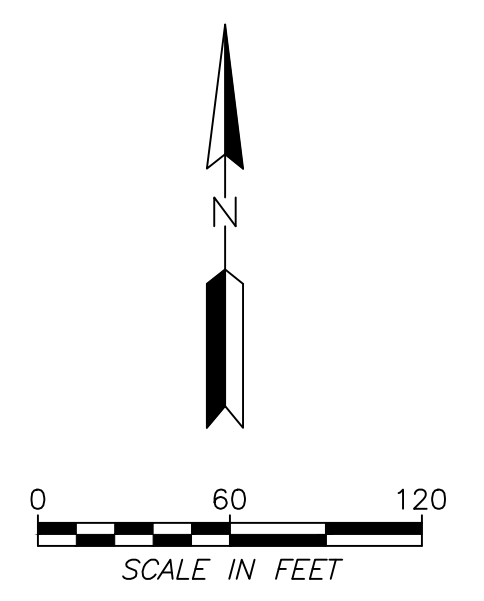
I hereby certify that this survey was completed by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the State of Minnesota.



 Chris Amburn Date 12-7-2020
 LS 43055

REVISED 2-26-21... MISC 12/23/2020 CITY COMMENTS

LEGEND

- | | | | |
|--|---|--|------------------------|
| | SET 3/4\"/> | | ELECTRIC METER |
| | WITH PLASTIC CAP 43055 OR MAG NAIL W/WASHER | | ELECTRIC TRANSFORMER |
| | FOUND MONUMENT | | TRAFFIC SIGN |
| | SANITARY SEWER MANHOLE | | BOLLARD/POST |
| | STORM SEWER MANHOLE | | UTILITY POLE |
| | STORM SEWER INLET | | ANCHOR CABLE |
| | STORM SEWER INLET | | LIGHT POLE |
| | HYDRANT | | HANDICAP PARKING SPACE |
| | AUTO SPRINKLER | | HAND HOLE |
| | WATER VALVE | | DECIDUOUS TREE |
| | GAS METER | | |
| | COMMUNICATIONS PEDESTAL | | |
| | ELECTRIC MANHOLE | | |
| | DECORATIVE LIGHT | | |
| | FENCE LINE | | |
| | STORM SEWER | | |
| | SANITARY SEWER | | |
| | WATERMAIN | | |
| | UNDERGROUND GAS LINE | | |
| | UNDERGROUND COMMUNICATION LINE | | |
| | OVERHEAD UTILITY LINE | | |
| | UNDERGROUND FIBER OPTIC LINE | | |
| | UNDERGROUND ELECTRICAL LINE | | |
| | TREE LINE | | |
| | BUILDING | | |
| | 1' CONTOUR LIMITS (2' LIDAR BEYOND THIS LINE) | | |



 Responsive partner. Exceptional outcomes. 2080 WOODDALE DRIVE WOODBURY, MN 55125 Ph: 651-395-5212	CLIENT NAME	PROJECT TITLE
	MINNESOTA LEADERSHIP ACADEMY	CERTIFICATE OF SURVEY
	DWN BY CNA	CHK'D XXX
PROJECT NO. 9178-20-500	DWG DATE SCALE SEE SCALE BAR	SEE ABOVE SCALE SEE SCALE BAR
	SHEET NO. 1 OF 1	



Education Identity and Access Management Board Resolution

The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local educational agency that uses the Education Identity and Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local educational agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The IOwA will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties.

Your school board or equivalent governing board must designate an IOwA to authorize user access to State of Minnesota Education secure websites for your organization. This EDIAM board resolution must be completed and submitted to the Minnesota Department of Education annually, as well as any time there is a change in the assignment of the Identified Official with Authority.

It is strongly recommended that only one person at the local educational agency or organization (the superintendent or exec. director) is designated as the IOwA. The IOwA will grant the IOwA Proxy role(s).

Designation of the Identified Official with Authority for Education Identity and Access Management

Organization Name: _____

6-Digit or 9-Digit Organization Number (e.g. 1234-01 or 1234-01-000): _____

Superintendent or Exec. Director Name: _____

Will act as the IOwA? Yes No

If no, identify below the individual who will act as the IOwA for your organization.

The Superintendent or Exec. Director recommends the Board authorize the below named individual(s) to act as the Identified Official with Authority (IOwA) for this organization:

Print Name: _____

Title: _____

Board Member Signature: _____

Name: _____

Date: _____

Once the EDIAM Board Resolution is completed, scan and email it to: useraccess.mde@state.mn.us

WLA BOARD CALENDAR & TRAINING 2024-2025

Board meetings are generally held the fourth Thursday of the month, starting at 5:30 p.m.

JULY 25th

Hand-outs in board packet (individuals sign off that they have reviewed these items)

- Review Charter School Statute

- Review WLA Charter

- Review WLA By-Laws

Discussion Points (10-15 minutes?)

- Discuss "Governance" vs "Management"

- Discuss board member's roles, responsibilities, and have them sign their BOD position descriptions and code of ethics

- Discuss the board evaluation process, and have board members complete the annual board member self-evaluation

- Discussion of Volunteers of America (VOA) authorizer expectations of board governance

AUGUST 22nd

Board Agenda Items

- Assessment Calendar (Curriculum Coordinator presents)

- MCA Scores (Curriculum Coordinator presents)

- Title Plan (Executive Director presents)

- Literacy Plan (Executive Director presents)

- School Security and Crisis Management Plan (Principals present)

- Review Organizational Chart and Staffing Compliment (Human Resources presents)

Training

- Student Enrollment Process (Registrar presents)

SEPTEMBER 26th

Training

- How Enrollment Drives Funding (Finance Director presents)

OCTOBER 24th Annual Board Meeting

Agenda Items

- Fall NWEA MAP and iReady Scores (Curriculum Coordinator)

NOVEMBER 21st (3rd Thursday)

Training

- Understanding Audit Results (Auditor or Finance Director presents)

Agenda Items

- Attendance at Fall Conferences (Executive Director presents)

- Satisfaction Surveys of Teachers and Administration (Executive Director presents)

DECEMBER 19th (3rd Thursday)

Review and Discussion

- Annual, Formal VOA Site Visit (Executive Director presents)
- WBWF and Annual Report (Executive Director presents)
- Fall NWEA MAP and iReady Scores (Curriculum Coordinator)

JANUARY 30th

Discussion

- Mid-Year Reflection on How Things are Going with WLA (Board Chair facilitates)

FEBRUARY 27th

Training

- Overview of Special Education Services (Special Education Director presents)
- Overview of Multiple Language Learners (MLL) programming (MLL Staff present)
- Overview of Response to Intervention (RTI) programming (RTI Staff present)

Review and Discussion

- Current School Finances and First Draft of 2025-2026 Budget Model (Finance Director presents)

MARCH 27th

Hand-outs in board packet (individuals sign off that they have reviewed these items)

- Data Practices
- Harassment
- Civil Rights

Agenda Items

- Attendance at Spring Conferences (Executive Director presents)
- Satisfaction Surveys of Teachers and Administration (Executive Director presents)

APRIL 24th

Agenda Items

- Adjust the 2024-2025 Budget as Needed (Finance Director presents)
- Approve Budget for 2025-2026 (Finance Director presents)
- Spring NWEA MAP and iReady Scores (Curriculum Coordinator)

MAY 22nd

Agenda Items

- Informal Spring VOA Site Visit (Executive Director presents)

JUNE 26th

Agenda Items

- Adopt 2025-2026 Board Schedule and Training Plan
- Seat New Board Members
- Determine Committees Composition and Committee Chairmen