



**Woodbury Leadership Academy
Board of Directors Regular Meeting Minutes
July 25, 2024**

Directors Present: Mike Balint, Colleen Lautenbach, Shelbi Pool, Jolene Skordahl, Ryan Sheak, Carlye Sherrill, Nicole Stevens, Joe Valentine

Directors Absent: N/A

Administration Present: Jonas Beugen (Superintendent)

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. Balint 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 July 25, 2024 meeting agenda.” Ms. Skordahl seconded. Motion passed unanimously.

3.2 Approval of June 27, 2024 Meeting Minutes

Ms. Pool moved “to approve the June 27, 2024 meeting minutes.” Mr. Valentine 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

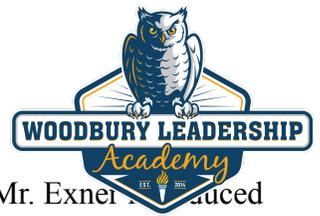
5.1 Delegation of Public Comment Items

No comments.

6. Board and Administration Reports

6.1 Board Report

- Ms. Pool introduced William who is interested in joining the Board as a Community Member. He will begin his Board Training and will later be appointed to the Board in August. William introduced himself as a former teacher who still would like to be involved in the education system.



6.2 Director Report

Mr. Beugen discussed the Director Report.

- Mr. Beugen introduced Mr. Exner as the new elementary school principal. Mr. Exner introduced himself and discussed his excitement in working with WLA staff, teachers, and students.
- Enrollment update - WLA has full classes and waiting lists for many grade levels
- In July, Mr. Beugen met with the principals and HR discussing leadership books and discussing their plan for the school year.
- Several teachers have completed Responsive Classroom training and more will complete in August
- 22 students for 9th grade high school - met with 11/22 of students/families
- Fully staffed minus the need for 4 sped teachers
- Meeting with communications consultant on how to improve communication with the staff and the stakeholders

6.3 Financial Director Report (Jolene Skordahl)

- Ms. Skordahl reviewed the June 2024 Executive Summary in the Board packet, noting the actual ADM is 735. The school currently has 68 days' cash on hand which is above the requirement. The year is 100% complete, revenues are at 99.1% and expenditures disbursed are at 99.3% of the reporting period.
- Ms. Skordahl reviewed the June 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 July 10. During this meeting, the committee reviewed financial statements for June, discussed employee ratifications, and decided to get more bids for the HVAC maintenance.

- **6.4.1. Approve June Financials and July Finance Committee Minutes**

Ms. Skordahl motioned “to approve June Financial Statements and July Finance Committee Minutes.” Mr. Balint seconded the motion. Motion passed unanimously.

6.5 Governance Committee Report

Mr. Valentine reported that the Governance Committee meeting was on July 11 and reviewed a few policies and discussed the WLA Capital Asset Policy.

- **6.5.1. Approve July Governance Committee minutes**

Mr. Valentine motioned to “approve July Governance Committee minutes.” Ms. Sherrill seconded the motion. Motion passed unanimously.

- **6.5.2. Enter Policy 701 into first/final reading**

Mr. Valentine motioned to “enter Policy 701 into first/final reading.” Ms. Skordahl seconded the motion. Motion passed unanimously.

6.6 Facilities Committee Report

- Mr. Sheak announced that the first floor remodel is 100% complete! K-1 teachers have selected their rooms and there are just a few additional projects that will be completed in the months to come. We are continuing to partner with Woodbury to figure out how we can utilize the field.



7. Board Discussion and Business

7.1 Board Self Evaluations

The Board members took time to complete their self evaluation. Once completed, there was discussion regarding individual's strengths and areas for improvement.

7.2 Change Jonas Beugen's title from Executive Director to Superintendent

Ms. Pool motioned to, "change Jonas Beugen's title from Executive Director to Superintendent." Mr. Sheak seconded the motion. Motion passed unanimously.

7.3 Appoint BOD Officers (chair, secretary, treasurer)

Ms. Sherrill motioned to, "support Shelbi as Chair, Mike as Secretary, and Jolene as Treasurer." Ms. Lautenbach seconded the motion. Motion passed unanimously.

7.4 New Board member committee assignments

Mike Balint will be moving to the Finance Committee. Carlye Sherrill will be joining the Governance Committee. Colleen Lautenbach will be joining the Facilities Committee. Nicole Stevens will remain on the Governance Committee.

7.5 Review WLA By-laws and Discussion

The Board reviewed the By-laws and feel good about them.

7.6 Ratify employee agreements

Ms. Pool motioned to, "ratify the enclosed employee agreements." Ms. Skordahl seconded the motion. Motion passed unanimously.

8. Board Communication & Future Items

8.1 Board Communication/Future Agenda Items

- Ms. Stevens announced that she will be resigning from the Board due to accepting a position as the Dean of Students and therefore no longer can hold the teacher seat.
- Would like to add an action item to August to use the terms "Executive Director," "Superintendent," "School Leader," interchangeably.
- Ms. Pool discussed that we will now be moving into our Working Session.

9. Housekeeping

WLA Annual Board of Directors Meeting

Date: Thursday, August 22, 2024

Time: 5:30pm

Location: WLA, Building B - Room 361 – 8089 Globe Drive, Woodbury, MN 55125

Working Session

Directors Present: Mike Balint, Colleen Lautenbach, Shelbi Pool, Jolene Skordahl, Ryan Sheak, Carlye Sherrill, Joe Valentine



For the record: Mr. Sheak left at 6:27, re-entered at 6:29. Mr. Sheak left the meeting at 6:29.

Directors Absent: N/A

Administration Present: Jonas Beugen (Superintendent)

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 Working Session Meeting to order at 6:24 PM.

1.2 Roll Call

Ms. Schrandt took roll.

2. Working Session

2.1 Discussion of Meeting Protocols

- Mr. Beugen opened the meeting by saying he wanted this meeting to help him understand how WLA Board meetings typically go. He requested for feedback of how the Board liked the meeting and how transition is going.
- The Board gave feedback that they thought the meeting went well. They enjoyed the additional detail in the Director's Report.

2.2 Discussion of Shared Decision Making Model

- Mr. Beugen shared a decision making model with the Board to help distinguish between Board decisions, Superintendent decisions, and shared decisions. The Board agreed the decision making model looked great and was a good guideline.
- There was discussion regarding curriculum and having a committee to help guide decisions for high school curriculum.

3. Adjournment

Ms. Pool motioned "to adjourn tonight's working session." Ms. Skordahl seconded the motion. Motion passed unanimously. The meeting adjourned at 6:43 PM.

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