



**Woodbury Leadership Academy
Board of Directors Meeting Minutes
August 22, 2024**

Directors Present: Mike Balint (acting chair), William Beck, Colleen Lautenbach, Carlye Sherrill, Jolene Skordahl, Joe Valentine

Directors Absent: Shelbi Pool, Ryan Sheak

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

Mr. Balint called the meeting to order at 5:30 PM.

1.2 Roll Call

Mr. Balint took roll.

2. WLA Mission and Vision

Ms. Lautenbach read the WLA Mission and Vision Statements.

3. Approval of Agenda/Meeting Minutes

3.1 Approval of Meeting Agenda

Mr. Balint moved “to revise the August 22 , 2024 meeting agenda to add section 6: Adding William Beck as a Community Member.” Ms. Skordahl seconded. Motion passed unanimously. Mr. Balint moved “to approve the August 22 , 2024 meeting agenda.” Ms. Skordahl seconded. Motion passed unanimously.

3.2 Approval of July 25, 2024 Meeting Minutes

Mr. Balint moved “to approve the July 25, 2024 meeting minutes.” Mr. Valentine seconded. Motion passed.

4. Conflict of Interest Declaration

Mr. Balint 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. Add William Beck as Community Member

Mr. Balint moved “to add William Beck to the Board as a Community Member.” Mr. Valentine seconded. Motion passed.

7. Board and Administration Reports

7.1 Board Report

- None to report.

7.2 Director Report

Mr. Beugen discussed the Superintendent Report. A few highlights from the report that Mr. Beugen touched on were:

- Enrollment is at 905 at this moment and we are projecting we will be somewhere between 905 and 847 which is where the budget is. Our middle school numbers are higher than usual, but it shows that families are happier with middle school and are staying at a higher percentage than in the past. We will adjust that for the future.
- Introducing Bullseye to teachers which helps organize classroom observations and feedback and also gives teachers a place to make their own professional development goals for the year
- Open House is coming up and it will be arranged in a new way where it will be over the course of the day and families set up a time to meet with the teachers.

7.3 Financial Director Report (BKDV)

- Ms. Skordahl reviewed the July 2024 Executive Summary in the Board packet, noting the actual ADM is undetermined. The school currently has 49 days' cash on hand which is above the requirement of 45 days. The year is 8.33% complete, revenues are at 15.1% and expenditures disbursed are at 3.1% of the reporting period.
- Ms. Skordahl reviewed the July Financial Dashboard, Financial Statements, Contracted Services Report, and Supplemental Reports, explaining significant items in each of the reports.

7.4 Finance Committee Report

Ms Skordahl reported that the Finance Committee met on August 14. During this meeting, the committee reviewed the financial statements for July and discussed HVAC options.

- **7.4.1. Approve July Financials and August Finance Committee Minutes**

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

7.5 Governance Committee Report

Mr. Valentine reported that the Governance Committee met on August 8. During this meeting, there was discussion regarding the annual policies to review that were mainly format updates.

- **7.5.1. Accept August Governance Committee Minutes.**

Mr. Valentine motioned to, “accept August Governance Committee Minutes.” Ms. Skordahl seconded the motion. Motion passed unanimously.

7.6 Facilities Committee Report

- Mr. Sheak was absent and there were no questions. Refer to the Facilities minutes.

8. Board Discussion and Business

8.1 Ratify employee agreements

Tabled for next meeting.

Mr. Balint made a motion “to table this item.” Ms. Lautenbach seconded the motion. Motion passed.

8.2 Approve Leif Media & PR Contract

Ms. Balint moved “to approve Leif Media & PR Contract.” Ms. Skordahl seconded. Motion passed.

8.3 Add Nicole Link to Finance Committee

Ms. Skordahl moved “to approve adding Nicole Link to the Finance Committee.” Mr. Valentine seconded. Motion passed.

8.4 Use terms “Executive Director,” “Superintendent,” “School Leader,” interchangeably.

Mr. Valentine moved to use terms “Executive Director,” “Superintendent,” “School Leader,” interchangeably.” Ms. Skordahl seconded. Motion passed.

8.5 Superintendent Annual Review and Goals

This was tabled for the Board to think and come up with goals.

9. Board Communication & Future Items

9.1 Board Communication/Future Agenda Items

Superintendent Annual Review and Goals

10. Housekeeping

WLA Annual Board of Directors Meeting

Date: Thursday, September 26, 2024

Time: 5:30pm

Location: WLA, Room 353, Building B – 8089 Globe Drive, Woodbury, MN 55125

11. Adjournment

Ms. Skordahl motioned “to adjourn tonight’s meeting.” Ms. Sherrill seconded the motion. Motion passed unanimously. The meeting adjourned at 6:16 PM.

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

