



**Woodbury Leadership Academy  
Board of Directors Meeting Minutes  
September 26, 2024**

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

**Directors Absent:** Shelbi Pool

**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**

Ms. Schrandt took roll.

**2. WLA Mission and Vision**

Ms. Sherrill read the WLA Mission and Vision Statements.

**3. Approval of Agenda**

**3.1 Approval of Meeting Agenda**

Ms. Sherrill moved “to approve the September Board Meeting agenda.” Mr. Valentine seconded. Motion passed unanimously.

**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**

- Ms. Werz made a public comment regarding the issues regarding transportation and our contract with Monarch. She appreciated the transportation coordinator’s efforts in reaching out to her and the proactiveness of bussing issues this year.

**6. Board and Administration Reports**

**6.1 Board Report**

- Ryan Sheak has resigned from the Board and we will need to discuss filling the Facilities Chair position.

**6.2 Superintendent Report**

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

- Enrollment is well above projected budget

- LETRS training with teachers have been begun
- There is a scheduled Core Knowledge Diagnostic Visit where we will have the opportunity to see where we are at on becoming a school of distinction school
- Looking forward to the communication report to discuss our communication audit

### **6.3 Financial Director Report**

- Ms. Skordahl reviewed the August 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 16.67% complete, revenues are at 15.2% and expenditures disbursed are at 10.1% of the reporting period.
- Ms. Skordahl reviewed the August 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 September 11. During this meeting, the committee reviewed financial statements from August and had a discussion regarding staffing and marketing plans.

- **6.4.1. Approve August Financials and September Finance Committee Minutes**

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

### **6.5 Governance Committee Report**

Mr. Valentine reported that the Governance Committee met on September 12. During this meeting, they reviewed the 900 series and updated verbiage and grammatical errors. They also discussed library materials and student journalism policy to be discussed at a future meeting.

### **6.6 Facilities Committee Report**

Mr. Broderick reported that the facilities committee met and there was discussion regarding potentially partnering with a clothes recycling company. Additionally, Mr. Broderick presented a few construction bids and an HVAC bid.

### **6.7 Elementary Principal Report**

Mr. Exner gave kudos to Ms. Lautenbach for being here tonight even after spending the last 3 days on an overnight field trip. He also talked about the joys of classroom observations and how impressed he has been with the teachers, students, and curriculum.

## **7. Action - Consent Agenda**

Consent Agenda items are considered routine in nature and are enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which the item will be removed as a consent Agenda item, and addressed.

7.1 Approval of August 22, 2024 Meeting Minutes

7.2 Appoint Jonas Beugen as the DPA Responsible Authority, DPA Designated Authority, and School Data Practices Compliance Official.

7.3 Accept August Governance Committee Minutes.

7.4 Approves Creative Planning Business Services Contract with WLA and Friends of WLA

**MOTION:** Ms. Skordahl motioned to “approve the Consent Agenda.” Mr. Valentine seconded the motion. Upon vote being taken thereon, the following voted in favor thereof: Mike Balint, William Beck, Colleen Lautenbach, Carlye Sherrill, Jolene Skordahl, and Joe Valentine. The following voted against: none. Motion passed unanimously.

## **8. Board Discussion and Business**

### **8.1 Communication Audit Results**

Eric Hagemann from LEIF Media & PR presented the communication audit results and there were questions and a discussion regarding the report.

### **8.2 Adding a Teacher Board Member Discussion**

Allison Pint is interested in taking the vacant Teacher Board Member seat. The Board agreed that she can start training and they can appoint her at the next Board meeting.

### **8.3 Possible Revision to school Calendar**

WLA began utilizing DIBELS (Dynamic Indicators of Basic Early Literacy Skills) to assess the acquisition of literacy skills. This test is a one on one assessment that teachers must focus on with one student at a time during instructional time. Mr. Beugen is proposing revising the calendar to build two days in the calendar to have no school, but have families sign up to bring their student in to have assessed. The Board is against a revision to the calendar for this school year.

### **8.4 WLA Transportation Update 2024**

Jonas Beugen gave a presentation about what is going well and what is not going well this school year with transportation. He discussed the realities of transportation now and presented some options for addressing the WLA bus issues for Fall of 2025. There was discussion regarding this issue amongst the Board members as well as suggestions for improvement for next year.

## **9. Board Communication & Future Items**

### **9.1 Board Communication/Future Agenda Items**

- Include a transportation update for the October Board meeting.
- Report Card Data will be presented at the October Board meeting.

## **10. Housekeeping**

### **WLA Annual Board of Directors Meeting**

Date: Thursday, October 24, 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.” Mr. Valentine seconded the motion. Motion passed unanimously. The meeting adjourned at 8:14 PM.

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