



**Woodbury Leadership Academy
Board of Directors Meeting Minutes
October 24, 2024**

Directors Present:

- William Beck
- Colleen Lautenbach
- Shelbi Pool (arrived at 6:45pm)
- Carlye Sherrill
- Jolene Skordahl (acting chair until Shelbi arrived)
- Joe Valentine

Directors Absent:

- Mike Balint

Administration Present:

- Jonas Beugen (Superintendent)
- Nick Rice (Middle/High School Principal)
- Patrick Exner (Elementary Principal)

Others in Attendance:

- Greg Sain
- Allison Pint

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. Skordahl called the meeting to order at 5:30 PM.

1.2. Roll Call

Ms. Schrandt took roll.

2. WLA Mission and Vision

2.1. Mr. Beck read the WLA Mission and Vision Statements.

3. Approval of Agenda

3.1. Approval of October Board Meeting Agenda

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

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 public comment.

6. **Board and Administration Reports**

6.1. **Board Report**

- Nothing to report.

6.2. **Superintendent Report**

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

- Enrollment is holding steady at 882 with two additional students on Extended Leave.
- Office discussed a shared vision and we have realized that the space of the office is something that will need to be considered on how to reconstruct as the space is small and hard to remain a calm environment
- Majority of teacher observations have been completed with the principals
- No vacant positions at this time
- Continuing looking into the communication report and seeing how that can be improved such as: website updates, branding/marketing information, etc.

6.3. **Financial & Supplemental Report**

- Ms. Skordahl reviewed the September 2024 Executive Summary in the Board packet, noting the actual ADM is 878. The school currently has 68 days' cash on hand which is above the requirement of 45 days. The year is 25% complete, revenues are at 23.7% and expenditures disbursed are at 19% of the reporting period.
- Ms. Skordahl reviewed the September 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 October 9. During this meeting, the committee reviewed financial statements from September and had a discussion regarding the HVAC bids and the teacher compensation committee meetings.

6.4.1. Approve September Financials and October Finance Committee Minutes

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

6.5. **Governance Committee Report**

Mr. Valentine reported that the Governance Committee met on October 17. During this meeting, they reviewed the 100 series for policies. The committee talked about the library policy and decided to table and continue research. The committee will enter policies [104](#) and [303](#) into first reading.

6.6. **Facilities Committee Report**

Ms. Lautenbach reported that the facilities committee met and discussed the variety of HVAC bids and decided on the company to move forward. New blinds were purchased and installed on the first floor.

6.7. [Middle School Principal Report](#)

Mr. Rice reported that things are going very well in Middle School and High School. WLA has made great steps in MS and HS curriculum and we are able to teach more Core Knowledge than previous years. 6th grade had a field trip to Camp Ihduhapi and 9th grade was able to take a field trip to a College Fair. Many extracurricular activities have begun for our 6th-9th graders!

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 [September 26, 2024 Meeting Minutes](#)

7.2 Accept [October Governance Committee Minutes](#) and enter policies 104 and 303 into first reading.

7.3 Approve [Personnel Update](#)

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: William Beck, Colleen Lautenbach, Carlye Sherrill, Jolene Skordahl, and Joe Valentine. The following voted against: none. Motion passed unanimously.

8. Action Items

8.1. Appoint new Facilities Chair Member

Ms. Pool motioned “to appoint Mike Balint as the new Facilities Chair Member.” Mr. Valentine seconded the motion. Motion passed unanimously.

8.2. Appoint Allison Pint to the open Teacher Seat on the Board

Ms. Pool motioned “to appoint Allison Pint to the open Teacher Seat on the Board.” Ms. Skordahl seconded the motion. Motion passed unanimously.

8.3. Appoint Greg Sain to the open Parent Seat on the Board

Ms. Pool motioned “to appoint Greg Sain to the open Parent Seat on the Board.” Ms. Skordahl seconded the motion. Motion passed unanimously.

9. Presentation & Discussion Items

9.1. Transportation Follow-Up

- Mr. Beugen shared the transportation spreadsheet with the Board. He discussed potentially changing 5 bus routes and that he would be meeting with families that this could impact to see if this is a plausible solution.

9.2. Report Card & Enrollment Data

- [WLA 2024-2025 Report Card Data](#)
- [Enrollment By District](#)
- [Enrollment by City .xlsx](#)

- Mr. Beugen gave an overview of WLA 2024-2025 Report Card Data along with WLA’s enrollment by district and city.

9.3. Inclement Weather Practices & Procedures

- These will remain the same other than adding that WLA will follow District 833 and/or 622.

10. Board Communication & Future Items

10.1. Board Communication/Future Agenda Items

- There was discussion regarding the new structure of the agenda. Many Board members enjoyed it and discussed switching items 8 and 9. Additionally, changing the links to a pdf may be best.
- Greg and Allison will join the Board at the November meeting!

11. Housekeeping

WLA Annual Board of Directors Meeting

Date: Thursday, November 21, 2024

Time: 5:30pm

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

12. Adjournment

Ms. Pool motioned “to adjourn tonight’s meeting.” Ms. Skordahl seconded the motion. Motion passed unanimously. The meeting adjourned at 6:30 PM.

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