



**Woodbury Leadership Academy
Board of Directors Meeting Minutes
November 21, 2024**

Directors Present: Colleen Lautenbach, Allison Pint, Shelbi Pool, Carlye Sherrill, Jolene Skordahl, Joe Valentine

Directors Absent: Mike Balint, William Beck, Grag Sain

Administration Present: Mr. Jonas Beugen (Superintendent)

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

Ms. Pint 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 November 21, 2024 meeting agenda.” Ms. Skordahl 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 comments.

6. Board and Administration Reports

6.1. Audit Report

- Brad from ABDO gave a presentation highlighting the summary from the Audit Results. There were no instances of noncompliance found.

6.2. Board Report

- Transportation seems to be doing better and happy to report that the Board is full!

6.3. [Superintendent Report 112124.docx](#)

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

- Making changes to two routes and plan to move forward on making a policy regarding bus times. In talks with a few companies regarding leasing busing and will bring back to board with more information at a later time.

- The Core Knowledge Foundation came two days this week for their Diagnostic Visit. They observed and met with teachers and administration. They will complete a report and let us know where we are at with achieving this status.
- The website is getting updated due to recommendations from the Communication Audit. WLA is also sending out 15,000 mailings to potential students/families for students ages 3-14.
- Met with the realtor of the building next door to potentially look at that being a space we could grow into.

6.4. Finance Committee Report (Jolene Skordahl)

6.4.1. [WLA FY25 October 2024 Financial Report - Revised.pdf](#) & [WLA FY25 October Supplemental Information.pdf](#)

- Ms. Skordahl reviewed the October 2024 Executive Summary in the Board packet, noting the actual ADM is 878. The school currently has 65 days' cash on hand which is well above the requirement. The year is 33.33% complete, revenues are at 31.4% and expenditures disbursed are at 27.1% of the reporting period.
- Ms. Skordahl reviewed the October Financial Dashboard, Financial Statements, Contracted Services Report, and Supplemental Reports, explaining significant items in each of the reports.

6.4.2. Approve October Financials & [11.13.24 Finance Committee Meeting Agenda Minutes.docx.pdf](#)

- Ms. Skordahl reported that the Finance Committee met on November 13 and discussed financial statements for October and everything is on track. Jonas led discussion on facilities, staffing, and marketing plans.
- Ms. Skordahl motioned "to approve October Financial Statements and November Finance Committee Minutes." Ms. Sherrill seconded the motion. Motion passed unanimously.

6.5. [11.14.24 Governance Meeting Minutes.pdf](#) (Joe Valentine)

- **First Reading:** [Policy 201 - Legal Status of the Board of Directors Draft.pdf](#)

Second Reading:

[Policy 104 - COMPLAINTS STUDENTS^J EMPLOYEES^J PARENTS^J OTHER PERSONS_DRAFT \(2\).pdf](#)

[Policy 303 - Background Checks_DRAFT \(2\).pdf](#)

- Mr. Valentine reported that the Governance Committee met on November 14 and reviewed 200 series. There was discussion regarding the new library materials policy and it was decided they would need to create a committee to do more investigation around a "licensed media specialist."

6.5.1. Approve Governance Meeting Minutes, enter Policy 201 into first reading, and enter Policy 104 & 303 into second reading.

- Mr. Valentine motioned “to approve the Governance Meeting Minutes, enter Policy 201 into first reading, and enter Policy 104 & 303 into second reading.” Ms. Sherrill seconded the motion. Motion passed unanimously.

6.6. [WLA Facilities Team Meeting 11_12_24.pdf](#)

Mr. Broderick presented on the facilities team meeting. The Clothes Bin has been dropped off and is already collecting donations! It is located near the playground. HGA submitted their final plans to the city for our field area, changes can be made and resubmitted. Floor 1A blinds have been replaced with new ones. Lastly, WLA now has vending machines in two of our staff lounges. 20% of the proceeds will go towards WLA.

6.7. Activities/Events Update

- Mr. Broderick gave an update of the many new and returning events/extra curricular activities. There has been a huge focus this year to enhance our after school programs and events
 - Current Events/Extracurricular: Middle school/hs competitive robotics, ultimate frisbee team, young rembrandts k-9 art, science club/robotics for younger students, minecraft/coding club, crochet club, archery club/competitive team, battle of the books, drama club, student parliament, chess club, boys/girls bball
 - Upcoming Events/Extracurricular: Came to an agreement with Woodbury on using a baseball field, softball field, and tennis courts. Will potentially launch these teams and could partner with NOVA.
 - Joining MN charter school association for competitive leagues next year, and MN highschool league

7. Presentation & Discussion Items (Shelbi Pool, Board Chair)

7.1. Teacher Compensation

[Salary Committee November 11, 2024](#)

[FY 26 Initial Budget Assumptions](#)

[Updated WLA Enrollment Targets 2024 to 2028.xlsx](#)

Mr. Beugen presented information regarding teacher salaries and the goal for the next few years in order to ensure that our teachers are getting competitive pay compared to the schools around us. Discussion ensued.

7.2. Branding/Marketing

7.2.1. This topic was covered in the Superintendent report.

8. Action - Consent Agenda (Roll Call Vote)

Consent Agenda items are considered routine in nature and will be 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. Consent Agenda items are as follows:

8.1. Approval of [2024.10.24 Board Meeting Minutes.docx.pdf](#)

8.2. [WLA Assessment Calendar_Plan.xlsx.pdf](#)

8.3. [11.21.24 Personnel Update.pdf](#)

MOTION: Ms. Pool motioned to “approve the Consent Agenda.” Mr. Valentine seconded the motion. Upon vote being taken thereon, the following voted in favor thereof: Colleen Lautenbach, Allison Pint, Shelbi Pool, Carlye Sherrill, Jolene Skordahl, and Joe Valentine. The following voted against: None. Motion passed unanimously.

9. **Action Items (Shelbi Pool, Board Chair)**

9.1. [WLA Annual Report and WBWF 2023-2024 \(1\).pdf](#)

- Ms. Pool motioned “to approve the WLA Annual Report and WBWF 23-24.” Ms. Skordahl seconded the motion. Motion passed unanimously.

9.2. Approve Audit Report

- Ms. Pool motioned “to approve the Audit Report.” Mr. Valentine seconded the motion. Motion passed unanimously.

10. **Board Communication & Future Items** (Presenter: Shelbi Pool, Board Chair)

10.1. Board Communication/Future Agenda Items - Reflection

- Plan to figure out the committee structures

11. **Housekeeping** (Presenter: Shelbi Pool, Board Chair)

WLA Regular Board of Directors Meeting

Date: Thursday, December 19, 2024

Time: 5:30pm

Location: WLA, 8089 Globe Drive, Woodbury, MN 55125

12. **Adjournment** (Presenter: Shelbi Pool, Board Chair)

Adjournment

- Ms. Pool motioned “to adjourn tonight’s meeting.” Ms. Skordahl seconded the motion. Motion passed unanimously. The meeting adjourned at 6:58 P.M.

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