

**Woodbury Leadership Academy
Interim Board of Directors – Meeting Minutes
Wednesday, February 3, 2016 – 6:00pm Performance Center
Woodbury Leadership Academy – 600 Weir Drive, Woodbury, MN 55125**

1. Call to Order: Barbara Young
2. Roll Call of Members: Kylie Griffith
Barbara Young, Chair- Present Michael Flint, Vice Chair- Present
Ben Adamson, Treasure- Present Kylie Griffith, Secretary- Present
Tom Munoz- Present Karen Birong- Present
Jeremiah Bass, ex-officio- Present

3. Conflict of Interest Declaration:

4. Presentation by Personnel Committee for school director final candidate, Tom Munoz:

We started the process of looking for a new Director in December when we created the job description and posted it online. We received 14 resumes. We then created a small subcommittee consisting of 3 Board members, 1 teacher, and 2 parents. This committee created a rubric of 10 questions that we felt would accurately reflect WLA's requirement for a Director to lead our school. Using this rubric we ranked each candidate which narrowed the list down to 7. We then had open discussions on these seven and revisited our rubric. As a result we narrowed the 7 candidates down to 4. We felt these 4 were worth moving on to a phone interview. So, prior to the phone screening, one candidate dropped out as he accepted another position, leaving just 3. The subcommittee then agreed on a new set of 8 questions to be used during our 30 minute phone screen. The Committee Chair, Barbara Young, conducted the phone screen while the rest of us were present. We introduced ourselves, listened to the candidate's responses and took notes. After the phone screen we compared notes and further discussed the candidates. We then decided that 2 candidates should come in for face-to-face interviews. Those occurred last Thursday and now we're here.

5. Presentation by candidate finalist:

Darlah Krug obtained her bachelors degree in Child and Family Studies from the University of Wisconsin in 1997. She then went on to pursue her M.A.T. in Elementary General Education from National Louis University in 2000. After graduating, Darlah worked in a variety of teacher positions, where she taught first, third and fourth grade. After several years of teaching, pursued a principal position at Footprints Academy, where she was principal for three successful years. Starting in 2012 and continuing until 2014, Darlah co-wrote the charter school application for Woodbury Leadership Academy along with completing other various tasks as a School Board Member. In 2013, Darlah obtained her M.S. in Educational Leadership at University of Wisconsin. Since 2014, Darlah worked as an independent charter school consultant.

6. Chair opens to Board of Directors questions:

All members of board participated in asking questions. Those questions included, curriculum for academic studies and leadership, student enrollment, building location, school vision, special education, expectations, top priorities and relationship with families, community, staff and VOA. Darlah answered all questions.

7. Potential action on school director position:
Moved by: Barbara Young Second: Karen Birong Vote: 6-0-0

8. Motion to Adjourn:
Moved by: Michael Flint Second: Tom Munoz Vote: 6-0-0