

Woodbury Leadership Academy
Interim Board of Directors - Minutes
Tuesday, January 27, 2015 – 6:30 PM
****Board Workshop from 5:30-6:30 PM****

Woodbury Leadership Academy – 600 Weir Drive, Woodbury, MN 55125

1. Call to Order: Ken Thielman
2. Roll Call of Members: Lindsay Juran
Ken Thielman, Chair
Emily Mogren
Troy Miller
Tiffany Lewis
Dan Endreson
Lindsay Juran, Secretary
Sheila Brown, Treasurer (absent)
Sarah Jacobson
Dan Hurley, ex-officio
3. Approval of Agenda
Moved: Ken Thielman Second: Dan Endreson Vote: 6-0-0
4. Declaration of Conflict of Interest: None
5. Open Forum: None
6. Approval of meeting minutes from December 16, 2014
Moved: Tiffany Lewis Second: Emily Mogren Vote: 6-0-0
7. Chair's Report: Ken Thielman reported for the building committee first (see 9.d. Building Facilities). Mr. Thielman is working to create a satisfaction survey to send out to parents, staff and students. He has examples from other charter schools and is hoping to have this ready in early February to review. Mr. Thielman would like to begin drafting the director's evaluation. He will start with creating a director job description. Mr. Thielman will be looking for people to assist with this process.
8. Director's Report: Dan Hurley reported on the Volunteer Club's activities. Students attended Feed My Starving Children, coordinated schedules to help with games at an assisted living care facility and students will lead activities during Kid's Club. Staff have been asked to read the grant to become familiar with its contents. Mr. Hurley said staff will be working to plan enrichment activities; he noted Festival of Nations, living museum that was held in 5th grade, career day, science fair and planning Mix-it-up.

Mr. Hurley noted that a library committee was formed to plan for an in-school library. Ms. Greene will be leading and more members will be added.

Mr. Hurley discussed the upcoming Open House on Thursday, January 29th. This will focus on 7th grade.
9. Committee Reports:
 - a. Finance / Budget: Judith Darling reported our bridge loan has been paid off. WLA should have our line of credit finalized in early February. Darling reported that we are not getting what we need for lease aid due to the way our lease is drafted. Currently, lease aid is only covering about 10% and our utility and janitorial costs are very high. Darling is working with Sue Mackert from the Perpich Center for the Arts to come to a solution.
 - b. Marketing / Enrollment: Mr. Hurley reported that Ms. Green and Mrs. Purition are assisting with the website. Mr. Hurley hopes to have the director's reports available online and to have the pictures updated to include our current students/classrooms.

Dan Hurley reported on the application numbers. Letters will be drafted and sent out after the lottery. K-5 parents will receive letters in early February. Hurley noted that Kindergarten has 80 applicants for the 2015-16 school year. He suggests adding a third section of Kindergarten and discuss not having 7th grade next year. Mr. Hurley would like to see WLA build up the lower grades to ensure we have a strong student base before adding a middle school model. Hurley noted that a section of 3rd and 4th grade will be added for the 2015-16 academic school year. Student population cannot go over 360 without permission of VOA. Judith Darling recommends having a third section of Kindergarten.

There are currently 8 potential returners for 7th grade and no new applications. Mr. Hurley intends to meet with the 6th grade parents and the 7th grade team to discuss the potential of not having a 7th

grade class for the 2015-16 school year. Another solution offered by Mr. Hurley was to have a 6/7th grade combined class. He stressed the need to best serve our students and noted the limitations of the current facility for a middle school.

- c. Policy: Nothing to report.
 - d. Building Facilities: Ken Thielman reported that WLA should plan to be at the Crosswinds site for the 2015-2016 school year. We should not expect any additional space from Crosswinds for next year. The realtor relayed there are very few options to build within the 833 school district. The realtor suggests we look outside 833.
10. Consent Agenda: Acceptance of donations to WLA (handout). One donation.
Moved by: Ken Thielman Second: Linda Vote: 6-0-0
11. Old Business: None
12. New Business:
- a. Motion to approve seating of the new board members (oath of office): Bharathi Sankararaman (parent), Robyn Carley (community member), Sarah Tegtmeier (teacher).
Moved by: Sarah Jacobson Second: Tiffany Lewis Vote: 6-0-0
 - b. Motion to appoint the board chair: Ken Thielman
Moved by: Emily Mogren Second: Sarah Jacobson Vote: 8-0-0
 - c. Motion to appoint the board vice chair: Dan Endreson
Moved by: Sarah Jacobson Second: Emily Mogren Vote: 8-0-0
 - d. Motion to appoint the board secretary: Sarah Tegtmeier
Moved by: Tiffany Lewis Second: Dan Endreson Vote: 8-0-0
 - e. Motion to appoint the board treasurer: Sheila Brown
Moved by: Bharathi Sankararaman Second: Dan Endreson Vote: 8-0-0
 - f. Motion to approve committee chairs (tabled)
Moved by: Second: Vote:
 - g. Motion to approve the hiring of office manager – Rebecca Kullman
Moved by: Ken Thielman Second: Tiffany Lewis Vote: 8-0-0
 - h. Motion to approve the hiring of special education paraprofessional – Paige VanZuilen
Moved by: Tiffany Lewis Second: Sarah Jacobson Vote: 8-0-0
 - i. Motion to approve stipends for curriculum committee members: Mr. Hurley noted that there are currently 4 teachers serving, but there could be a 5th. He shared the job description with the board. The board recommended that this be an open process available to all interested staff.
Moved by: Ken Thielman Second: Dan Endreson Vote: 8-0-0
 - j. Appointing a group to lead the Director’s performance evaluation: not addressed
 - k. Appointing a group to create and conduct a school satisfaction survey: not addressed
13. Future Agenda Items:
14. Date and Time of Next Board Meeting:
February 24, 2015 – 6:00 PM
15. Motion to Adjourn
Moved by: Sarah Jacobson Second: Dan Endreson Vote: 8-0-0