

**Woodbury Leadership Academy**  
**Interim Board of Directors – Meeting Minutes**  
**Monday, February 22, 2016 – 5:00pm Science Lab**  
Woodbury Leadership Academy – 600 Weir Drive, Woodbury, MN 55125

1. Call to Order: Barbara Young 5:03 P.M.
2. Roll Call of Members: Kylie Griffith  
Barbara Young, Chair- present      Kylie Griffith, Secretary- present  
Karen Birong- absent                      Michael Flint, Vice Chair- present  
Ben Adamson, Treasurer- present      Tom Munoz- present  
Darlah Krug, ex-officio- present
3. Approval of Agenda:
4. Conflict Declaration:
5. Discussion: Discussion regarding open board seats began but struck down due to inability to vote.

Karen Birong joined meeting 6:00 P.M.

Michael Flint left meeting 6:42 P.M.

6. New Business:

a. Members reviewed and delegated items not yet completed that are listed on VOA Response to Intervention Level Two outlined below:

1. Item 1: Agreement to have the WLA Board Secretary and the WLA Business Manager be responsible to manage, monitor and identify potential gaps in training for all board members.
2. Item 2: Discussed calendar for ongoing Board Member training be placed on website and updated to reflect completed training.
3. Item 4: Confirmed removal of ex-officio board member Judith Darling.
4. Item 3: Agreement to have Board Secretary be primary person responsible for maintenance and oversight of WLA Board web page.
5. Item 5: Correct Board Sub-Committee members list to ensure appropriate membership. Board Secretary to handle.
6. Item 6: Discussion surrounding improving school Board and community relations. B. Young indicated upcoming Open Forum with Director and a couple of Board Members to be determined.
7. Item 7: Discussion of Policy Committee to produce a public data request policy by April Board meeting.
8. Item 8: Board Secretary to review how Agendas will be produced going forward as well as streamlining Meeting Minutes to identify what language should be used under certain items like Old Business, Consent, etc. Also clarified where to include newly elected Board Members.

9. Item 13: Change identified for deleting 72 hour meeting notice to “3 days” per IPAD training.

6. Motion to Adjourn:

7:56 P.M.

Moved by: Tom Munoz

Second: Kylie Griffith

Vote: 5-0-0