

Meeting Minutes: May 24th, 2016

A meeting of the Board of Directors of Woodbury Leadership Academy was held on May 24th, 2016 at 6:00 P.M. at the Performance Center.



The following members of the board were present:

Barbara Young, Tom Munoz, Ben Adamson, Kylie Griffith, Ashley Constant, Cliff MacDonald, Eric Jungmann, Ro Krejci
 Darlah Krug (Director) was also present

Agenda Item	Purpose	Who	Meeting Minutes
1. Call to Order			
	Announcement	Board Chair	
2. Roll Call of Members			
	Document Attendance	Secretary	All members were present
3. Approval of Agenda			
	Vote	Board Chair	Motion to table item 12D First: Ro Rrejci Second: Kylie Griffith Vote: 3-5-0 Opposed: Tom Munoz, Ben Adamson, Ashley Constant, Eric Jungmann Motion to move 12A to 12B and 12B to 12A First: Ro Krejci Second: Ben Adamson Vote: 8-0-0 Motion to approve agenda First: Ro Krejci Second: Tom Munoz Vote: 8-0-0
4. Conflict of Interest Declaration			
		Board Chair	None
5. Open Forum			
	Input	Public	None
6. Presentation			
A. Legal Counsel	Presentation	Laura Tubbs Booth	Motion to move 6A to time when legal counsel is here First: Tom Munoz Second: Ro Krejci Vote: 8-0-0
7. Meeting Minutes			
A. Approval of	Vote	Board Chair	Motion to approve Meeting Minutes from 3-15-

3-15-2016, 4-26-2016 and 5-2-2016 Meeting Minutes			2016, 4-26-2016 and 5-2-2016 with making corrections of “Naska” to “Laska” and adding roll call to 4-26-2016 Meeting Minutes Tom Munoz Ben Adamson Vote: 8-0-0
8. Report			
A. Director Report	Announcement	Director	Two open teaching positions Performing formal staff observations New 6 th grade student started Finishing up NWEA Testing
9. Finances			
A. Monthly Financial Update	Discussion	Finance Committee Chair	Reviewed April 2016 Monthly Financial Packet
10. Committee			
A. Governance	Vote	Governance Committee Chair	Motion to approve governance committee charge First: Ro Krejci Second: Tom Munoz Vote: 8-0-0
B. Finance	Vote	Facility Committee Chair	Motion to approve finance committee charge First: Ben Adamson Second: Tom Munoz Vote: 8-0-0
C. Appoint Subcommittee Members	Vote	Board Chair	Motion to add Tom Munoz to Finance Committee First: Ro Krejci Second: Barbara Young Vote: 8-0-0
11. Presentation			
A. (Item 6A) Legal Counsel	Presentation	Laura Tubbs Booth	Presentation from Laura Booth from Booth Law Group LLC
12. Board Appointment of Vacant Seat			
A. Continuing Search for Community Board Member	Announcement	Board Chair	The Woodbury Leadership Academy's Board Of Directors is seeking a candidate to fill a Community Member position. To apply, please complete the Self-Nomination Application Form. Submit application to Board Chair or Board Secretary. This position will be open to receive applications until June 27th, 2016 at 4:00 P.M.
13. Development			
A. 2016-2017 School Hours	Vote	Director	Motion to approve the school year office hours of 8:00 A.M. – 4:15 P.M. and staffed office hours of 7:45 A.M. – 4:30 P.M. First: Ashley Constant Second: Kylie Griffith Vote: 8-0-0

			<p>Motion to approve school summer office hours of Monday – Thursday 9:00 A.M. – 1:00 P.M. for hourly paid staff First: Tom Munoz Second: Cliff MacDonald Vote: 7-1-0 Opposed: Ro Krejci</p>
B. Office Contracts	Vote	Director	<p>Motion to approve Operational Manager position for \$20.25 per hour and Office Manager position for \$17.42 per hour for employment agreement First: Barbara Young Second: Tom Munoz Discussion: Wage based on similar job market positions and employment attorney advice. This wage is a compromise to get back to market. Vote: 6-2-0 Opposed: Tom Munoz, Barbara Young</p> <p>Motion to take five minute recess First: Cliff MacDonald Second: Ro Krejci Vote: 8-0-0</p> <p>Motion to reconvene from five minute recess First: Tom Munoz Second: Cliff MacDonald Vote: 8-0-0</p> <p>Motion to approve Dean of Students employment agreement First: Cliff MacDonald Second: Tom Munoz Discussion: Concern of exceptional raise. Vote: 1-7-0 Opposed: Barbara Young, Ben Adamson, Kylie Griffith, Ashley Constant, Cliff MacDonald, Eric Jungman, Ro Krejci</p>
C. Special Education and Contracted Special Education Services	Vote	Director	<p>Motion to approve Special Education and Contracted Special Education Services First: Tom Munoz Second: Eric Jungman Vote: 8-0-0</p>
D. 2016-2017 BKDA Contract	Vote	Director	<p>Motion to approve 2016-2017 BKDA Contract First: Ben Adamson Second: Ro Krejci Vote: 8-0-0</p>
E. Employee Benefits and Short Term	Vote	Director	<p>Motion to approve Employee Benefits and Short Term Disabilities</p>

Disabilities			First: Ben Adamson Second: Ro Krejci Vote: 8-0-0
F. Membership Renewal with MACS	Vote	Director	Motion to approve Membership Renewal with MACS First: Ro Krejci Second: Tom Munoz Vote: 8-0-0
G. IPAD Open Meeting Law	Discussion	Board Chair Stephanie Olsen	Board of Directors acknowledges concerns of an infraction of the Open Meeting Law during the meeting, which occurred on February 22nd, 2016. Board of Directors will ensure compliance in the future by continuing to educate itself of the Open Meeting Law, including through use of the IPAD “Minnesota’s Open Meeting Law” PowerPoint and Booth Law Firm recommendations/documents in the Board of Director Binder for reference. The board will have work sessions during “Regular” board meetings in the future. Board of Directors will ensure that all members are in compliance at all times by keeping each other accountable and will not tolerate any non-compliant behaviors. Board of Directors believes improvements have been made and reaffirmed dedicated to continuous improvement. Motion to close discussion: First: Tom Munoz Second: Ro Krejci Vote: 8-0-0
H. Legal Counsel	Vote	Board Chair	Motion to approve Booth Law Group for Legal Counsel First: Ro Krejci Second: Barbara Young Vote: 8-0-0
14. Office Contract			
A. Dean of Students Employment Agreement			Motion to Reconsider Dean of Students Employment Agreement First: Cliff MacDonald Second: Ben Adamson Vote: 8-0-0 Motion to approve Dean of Students employment agreement with a 3% raise First: Cliff MacDonald Second: Ben Adamson Vote: 8-0-0
15. Housekeeping			
A. Director	Announcement	Board Chair	Evaluation process is currently in progress.

Evaluation Process			Members are meeting with director and teachers to conclude evaluation process.
B. Joint Nutrition/Lease	Announcement	Director	Lease will be finalized on June 14 th , 2016
C. Next Board Meeting	Announcement	Board Chair	June 28 th , 2016 at 6:00 P.M. in Performance Center
D. Board Training	Announcement	Secretary	Some members completed the MAC Employment in Charter School Training
16. Adjournment			
	Vote	Board Chair	Motion to adjourn First: Tom Munoz Second: Ro Krejci Vote: 8-0-0

(Next Board Meeting: June 28th, 2016 at 6:00 P.M. in Performance Center)

Attendance 2015-2016 School Year

Trustee	5 Oct	27 Oct	24 Nov	15 Dec	5 Jan	26 Jan	3 Feb	8 Feb	22 Feb	23 Feb	15 Mar	26 April	2 May	24 May	28 June	26 July
B. Young	•	•	•	•	•	•	•	•	•	•	•	•	•	•		
T. Munoz	•	•	N	•	•	•	•	•	•	•	•	•	•	•		
B. Adamson	•	•	•	•	•	•	•	•	•	•	•	•	•	•		
K. Griffith					•	•	•	•	•	•	N	•	•	•		
A. Constant											•	•	•	•		
C. MacDonald	•	•	•	•								•	•	•		
E. Jungman	•	•	•	•								•	•	•		
R. Krejci													•	•		
Staff																
D. Krug									•	•	•	•	•	•		

• Present N Notified Absence U Un-notified Absence Not Applicable