

Meeting Minutes: April 25th, 2017



A regular meeting of the Board of Directors of Woodbury Leadership Academy was held on April 25th, 2017 at 6:00 P.M. at the 1st Grade Pod Area.

Directors Present: Jessica Erickson, Mandi Folks, Kylie Griffith, Ro Krejci, Karin Swainey, Anna Yang, Barbara Young

Directors Absent: None

Administration/Advisors Present: Bert Strassburg (ED), Judith Darling (BKDA)

Others in Attendance: WLA staff

1. Call to Order and Roll Call

Ms. Young called the meeting to order at 6:00 PM. Ms. Griffith took roll call of members.

2. WLA Mission and Vision

Ms. Erickson read the WLA Mission and Vision Statements.

3. Approval of Agenda

Ms. Griffith moved “to approve the agenda of the WLA Board of Directors regular meeting for Tuesday, April 25, 2017 at 6 P.M. as presented.” Ms. Folks seconded. Motion passed unanimously.

4. Conflict of Interest Declaration

Ms. Young asked if there were any conflicts of interest of members for items on the agenda. None were noted.

5. Approval of Previous Minutes

Ms. Erickson requested that minutes be amended to reflect the meeting start time to be 5 P.M. and to add Ms. Erickson as being in attendance. Ms. Folks moved “to approve the minutes from the WLA Board of Directors regular meeting held on Tuesday, March 28th, 2017 at 5 P.M. with the corrected time change to 5 P.M. and to add that Ms. Erickson was in attendance.” Ms. Krejci seconded. Motion passed unanimously.

6. Public Comment

There was no public comment.

7. Committee Reports

Governance Committee: Ms. Krejci reported the committee met on April 3rd, 2017 and are reviewing the Parent Handbook, Faculty Handbook and Board policies. An additional meeting was held on April 19th, 2017 to continue the review process.

8. Board and Administration Reports

Finance Report: Ms. Darling presented the March 2017 Financial Statements and Disbursement listing. She and Mr. Strassburg are working on preparing the budget for next year and will be presenting a draft at the May 2017 Board meeting.

Board Report: Ms. Young asked for Board members to send her any ideas they would have for a Board retreat. Ms. Young and several others BOD members will be meeting to conduct a review of the Executive Director's performance. The Facilities committee continues to move forward with plans to obtaining financing for the construction of a new building.

Executive Director Report: Mr. Strassburg reported he met with MN Visiting Nurses/HCMC for a year-end review and recommendations to align WLA policies and forms to State Statutes. He reported that the PBIS grant has been amended to send returning teachers to Responsive Classroom training in June 2017. Administration is working on preparing an overall school calendar, which will include assemblies, concerts and other activities. MCA testing is in process and NWEA MAP testing will be done in May. A sub-committee was appointed to work on a WLA authorizer agreement for school year 2018-19; the current agreement runs thru June 2018. There is no progress on obtaining a lease for next year as Perpich is waiting for the legislature to determine their status with Crosswinds next year.

9. Development & Discussion

200 Series Policy Updates: Ms. Krejci opened up the opportunity for Board members to discuss the policies up for 2nd reading and approval; there was discussion.

SEAC Committee Yearly Summary: Mr. Strassburg reported schools are required to have a SEAC (Special Ed Advisory Council). The SEAC's Executive Committee's focus this year was providing information to parents and getting parent involvement.

2017-2018 Enrollment Update: Mr. Strassburg presented current enrollment numbers, the results of an "intent to return" survey and next year enrollment activity. Once the status of our lease for next year is known, the school will increase marketing efforts.

10. Consent Agenda

Motion by Ms. Krejci "to approve the Consent Agenda as presented." Seconded by Ms. Swainey.

1. Financial Statements

- a. Approve the WLA Financial Statements and Transactions for March 1st -March 31st, 2017, as presented.

Motion passed unanimously.

11. Business/Board Action

1. Approve the 1st Reading (review) of Policies 201.1, 302, 610, and 500 Series:

Ms. Griffith moved to "Approve the 1st reading/review of the following policies:

- | | |
|--------------|---|
| Policy 201.1 | Board of Directors Election Procedure |
| Policy 302 | Early Admission to Kindergarten Policy |
| Policy 501 | School Weapons Policy |
| Policy 502 | Search of Student Lockers, Desks, Personal Possessions and Student's Person |
| Policy 503 | Student Attendance |

Policy 504	Student Dress and Appearance
Policy 505	Distribution of Non-school Sponsored Materials on School Premises by Students, Faculty Members of Student(s) and Employees
Policy 506	Student Discipline
Policy 514	Bullying Prohibition Policy
Policy 515	Protection and Privacy of Pupil Records
Policy 516	Student Medication
Policy 521	Student Disability Non-discrimination
Policy 522	Student Sex Non-discrimination
Policy 524	Internet Acceptable Use and Safety Policy
Policy 525	Violence Prevention Policy
Policy 526	Hazing Prohibition
Policy 530	Immunization Requirements
Policy 531	The Pledge of Allegiance
Policy 532	Use of Peace Officers and Crisis Teams to Remove Students with IEPS from School Grounds
Policy 533	Wellness
Policy 537	Kindergarten Lottery Policy
Policy 538	Enrollment
Policy 541	Cell Phones and Other Electronics
Policy 610	Fieldtrips

Ms. Folks seconded. Motion passed unanimously.

2. Approve the 2nd (final) Reading of 200 Series Policies and Policy 701

Ms. Swainey moved to “amend Policy 203.2: Order of the Regular Board of Directors meeting to insert a line entitled “Development and Discussion” after line 9 and renumber the following items. Motion was seconded by Ms. Krejci. Motion passed unanimously.

Ms. Folks moved to “approve the 2nd reading/review of the following policies:

- Policy 201: Legal Status of the Board of Directors
- Policy 203: Operation of the Board of Directors – Governing Rules
- Policy 203.2: Order of the Regular Board of Directors Meeting, as amended
- Policy 203.5: Board of Directors Meeting Agenda
- Policy 203.6: Consent Agendas
- Policy 206: Public Participation/Complaints and Data Privacy
- Policy 208: Development, Adoption, and Implementation of Policies
- Policy 210.1: Conflict of Interest Policy – Charter School Board Members
- Policy 211: Criminal or Civil Action Against the School, BOD, Employee or Students
- Policy 701: Purchasing, Procurement, and Contracting“

Ms. Swainey seconded. Motion passed unanimously.

12. Board Communication and Future Items

Ms. Young opened up the opportunity for Board members to discuss any other items not on the agenda and to request items to be added to future board agendas. She reported that the

Finance/Facilities Committee will be transitioning to a Board Committee and requested Board members e-mail her with their choice of committee to serve on.

Ms. Folks asked about doing a Family Survey at WLA before year-end. Ms. Griffith requested the format and content of the Board binders be revisited.

13. Housekeeping Items

The next Board meeting is scheduled for Tuesday, May 23rd, 2017 at 6:00 P.M. in the 1st Grade pod area.

15. Adjournment

Ms. Folks moved to adjourn. Ms. Griffith seconded. Motion passed unanimously.

The meeting adjourned at 7:46 P.M.

Attendance 2016-2017 School Year

Trustee	16 August	23 August	27 Sept	11 Oct	25 Oct	15 Nov	13 Dec	24 Jan	1 March	28 March	25 April	23 May	27 June	25 July
B. Young	•	•	•	•	•	•	•	•	•	•	•			
K. Griffith	•	N	•	•	•	•	•	•	•	•	•			
C. MacDonald	•	•	N	•	N	•	N	•						
E. Jungmann	•	•	•	•	•	•	•	N						
R. Krejci	•	•	•	•	•	•	•	•	•	•	•			
A. Yang				•	•	•	•	•	•	•	•			
J. Goveronski				•	•	•	•	•						
M. Folks								•	•	•	•			
K. Swainey								•	•	N	•			
J. Erickson									•	•	•			
Staff														
B. Strassburg		•	•	•	N	•	•	•	•	•	•			

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

Minutes submitted by Kylie Griffith, Board Secretary.