

Meeting Minutes: June 27th, 2017



A regular meeting of the Board of Directors of Woodbury Leadership Academy was held on June 27th, 2017 at 6:00 P.M. at the 1st Grade Pod Area.

Directors Present: Jessica Erickson, Kylie Griffith, Ro Krejci, Anna Yang, Barbara Young

Directors Absent: Mandi Folks

Administration/Advisors Present: Judith Darling (BKDA), Stephanie Olsen (VOA)

Others in Attendance: WLA staff and parents

1. Call to Order and Roll Call

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

2. WLA Mission and Vision

Ms. Krejci read the WLA Mission and Vision Statements.

3. Approval of Agenda

Ms. Krejci moved "to amend the agenda to remove the Executive Director's Report under item 9" since Mr. Strassburg was not in attendance. Ms. Griffith seconded. Motion passed unanimously.

Ms. Krejci moved "to approve the amended agenda of the WLA Board of Directors regular meeting for Tuesday, June 27th, 2017 at 6:00 P.M. as presented." Ms. Griffith 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 moved "to approve the previous minutes from the WLA Board of Directors regular meeting held on Thursday, June 8th, 2017 at 4:30 P.M. as presented." Ms. Griffith seconded. There was discussion. Motion passed unanimously.

6. Summary of Previous Closed Sessions

On May 23, 2017 and June 8, 2017 the board of Woodbury Leadership Academy met in closed session to evaluate Executive Director Bert Strassburg. A portion of the evaluation on June 8, 2017 was opened at Mr. Strassburg's request where he addressed the board and provided information regarding his performance.

The Minnesota Open Meeting Law governs the closing of a meeting by a public board to evaluate an employee. The specific provision of the Open Meeting Law regarding employee

evaluations is set forth at Minn. Stat. § 13D.05, Subd. 3 (a). That provision states, in pertinent part: "A public body may close a meeting to evaluate the performance of an individual who is subject to its authority... At its next open meeting, the public body shall summarize its conclusions regarding the evaluation."

With the review of the Open Meeting Law as background, the board submits the following summary of Mr. Strassburg's performance.

During the course of the WLA Board's evaluation of Mr. Strassburg, it was determined that initially there were areas where he was proficient or performed well.

During the course of the evaluation, there were a number of areas where the WLA Board found Mr. Strassburg's performance to be deficient in regard to specific areas of his job as Executive Director including some areas where Mr. Strassburg himself admitted performance deficiencies during an open to the public portion of evaluation per Mr. Strassburg's request.

Upon completion of its evaluation of Mr. Strassburg the WLA Board determined that even though there are some areas in which Mr. Strassburg was proficient, the proficient performance was outweighed by deficiencies in Mr. Strassburg's performance and as a result, the WLA Board decided that it will not offer Mr. Strassburg an employment contract for 2017-18.

7. Public Comment

A parent and a faculty member provided public comment on recent actions of the Board of Directors.

8. Committee Reports

Governance Committee: Ms. Krejci reported that the Governance Committee continues to work on policy review and has added several meetings to its schedule. All are encouraged to attend, or to provide comment on policies under review. Comments should be e-mailed directly to Ms. Krejci.

9. Board and Administration Reports

Finance Report: Ms. Darling reported on the May 2017 financials, indicating that enrollment ended strong and expenses were well controlled which will likely result with the year ending with a small surplus. Cash flow continues to be strong.

Board Report: Ms. Young reported that two proposals were accepted by the Minnesota Department of Administration regarding the future of the 600 Weir Drive facility: 1) WLA would lease the entire building for the 2017-2018 school year, and 2) St Paul Public Schools would continue the operation of Crosswinds for next year and lease space to WLA. Either way, WLA would remain in the current location for the upcoming school year. Ms. Young reported that enrollment ended at 258 this school year, but WLA will need to increase marketing efforts this summer to meet the enrollment numbers needed to make next year's budget which is based on enrollment of 318 students.

10. Development & Discussion

1st Reading of Policy of a Website Accessibility Policy: Ms. Krejci reported that this is a required policy and will need to be numbered. She asked Board members to review and send comments/questions to her.

MN School Board Association Membership: Ms. Krejci discussed the benefits of MN School Board Association (MSBA) membership and that the MSBA had recently added a Charter School Division. The Governance Committee recommends membership as their resources will be helpful in policy development. MSBA also provides legislative updates, trainings, and legal services. The annual membership fee is \$1,500, plus there is a \$1,850 fee for initial access to their policy services. The membership year runs July to June and the annual cost will be less for renewal years.

Facilities Update/Discussion: Ms. Young reiterated her previous report that WLA will remain in its current location for the 2017-2018 school year.

Article: "Innovation: Unleashing Education from Convention": Ms. Krejci stated that leadership is part of the foundation of WLA and is in the school's mission and vision. She reviewed highlights of a presentation on innovation in charter schools. Board members recalled ways leadership is currently developed in students and things done in the past that they would like to see continued. Ms. Krejci challenged board members to come up with ideas to encourage leadership development at WLA and hold teachers accountable for incorporating leadership in their classrooms. She suggested this discussion continue at future meetings.

Grade 6 Enrollment: Ms. Young led a discussion on the status of enrollment in Grade 6, noting that at the present time, it appears there will be six students for the 2017-2018 year. Board members questioned at what point the student count could drop to and still make sense to offer Grade 6. Ms. Erickson stated that she believed WLA should honor the families who have been loyal to the school by offering Grade 6, and this would also continue WLA on the path to becoming a K-8 school, as was the plan when chartered. Ms. Erickson was asked to provide a presentation at a future meeting of options to teach a small class size.

WLA Board of Directors Meeting Schedule for June-August 2017: Ms. Young led a discussion about adding additional meeting dates to the calendar for this summer. Three additional dates will be added to the two scheduled meetings in July and August, for a total of five regular meetings scheduled for July and August.

11. Consent Agenda

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

1. Recommended Financial Statements and Transactions

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

Seconded by Ms. Yang. Motion passed unanimously.

12. Business/Board Action

1. Approve WLA membership with the MN School Board Association

Ms. Griffith moved to "approve a 1 year subscription to the MN School Boards Association from July 1, 2017 – June 30, 2018 as presented." Ms. Krejci seconded. Motion passed unanimously.

2. Approve the WLA Board of Directors Meeting Schedule for June-August 2017

Ms. Griffith moved to "add the following regular meetings to the WLA Board of Directors Meeting Schedule for June - August 2017:

- Wednesday, July 5, 2017 at 6:00 P.M.
- Tuesday, July 11, 2017 at 6:00 P.M.
- Tuesday, August 8, 2017 at 6:00 P.M.”

Motion was seconded by Ms. Erickson. Motion passed unanimously.

13. 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.

Ms. Young stated that at future meetings, the Board would have to firm up its plan that it is proceeding with for the future

Ms. Krejci formally acknowledged complains were received by the BOD and will be discussed at a future WLA Board meeting.

14. Housekeeping Items

The next Board meeting is scheduled for Wednesday, July 5th, 2017 at 6:00 P.M. in the 1st Grade pod area.

Delegation of Public Comment items: There was no follow-up needed for the Public Comment.

15. Adjournment

Ms. Krejci moved to adjourn the meeting. Ms. Erickson seconded. Motion passed unanimously. The meeting adjourned at 6:58 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	8 June	27 June	11 July	25 July	8 August
B. Young	•	•	•	•	•	•	•	•	•	•	•	•	•	•			
K. Griffith	•	N	•	•	•	•	•	•	•	•	•	•	•	•			
C. MacDonald	•	•	N	•	N	•	N	•									
E. Jungmann	•	•	•	•	•	•	•	N									
R. Krejci	•	•	•	•	•	•	•	•	•	•	•	•	•	•			
A. Yang				A	•	•	•	•	•	•	•	•	•	•			
J. Goveronski				A	•	•	•	•									
M. Folks								A	•	•	•	•	•	N			
K. Swainey								A	•	N	•	N	N				
J. Erickson									A	•	•	•	•	•			
Staff																	
B. Strassburg		•	•	•	N	•	•	•	•	•	•	•	•	N			

Key	
•	Present
N	Notified Absence
U	Un-Notified Absence
A	Administered Oath of Office
	Not Applicable

Minutes submitted by Kylie Griffith, Board Secretary.

