

**Woodbury Leadership Academy**  
**Interim Board of Directors - Minutes**  
**Tuesday, July 28, 2015 – 6:00 PM**

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

1. Call to Order: Sarah Tegtmeier

2. Roll Call of Members: Sarah Jacobson

Sarah Tegtmeier, Interim Chair

Emily Mogren

Tiffany Lewis

Sarah Jacobson

Cliff MacDonald

Bharathi Sankararaman

Dan Hurley, ex-officio     Judith Darling, ex-officio (absent)

3. Approval of Agenda

Sarah Tegtmeier motioned to remove item 12a from the agenda to give teachers more time to review and vote.

Moved by: Sarah Tegtmeier

Second: Sarah Jacobson

Vote: 6-0-0

4. Declaration of Conflict of Interest - None

5. Open Forum

Kirk Gilbertson stated he is dissatisfied with the last board meeting in regard to Maggie Greene's contract. He stated she is one of the best teachers in the school and is no longer with us. She (Maggie Greene) is fortunate to have already found a new position. He may withdraw his student due to this decision. Kirk Gilbertson threatened to un-employ Mr. Hurley by the end of the school year.

Jane Allen stated she has lost her faith in the school and the board and would like an explanation of how the decision regarding Maggie Greene was made.

Helen Jones stated she was bullied by Maggie Greene during Parent Team Meetings and was never addressed like an adult. Many parents didn't know or see this treatment because they didn't come to the Parent Team or Board Meetings. She states that she discovered several other people who were also bullied and that her son was afraid of talking with Maggie Greene one-on-one. Mrs. Jones said the board needs to address the decisions they make in a private manner and make the decisions that are right for everybody as a whole, not just a few parents. The board needs to look at all the information presented to them – good and bad.

Ro Krejci states that she did her homework and agrees that the board conducted the decision making in the proper fashion and that parents aren't privy to all information. She suggested there be evaluations for teachers and if a serious matter is at hand to take disciplinary action. As a member of the parent team she saw the meeting that was referred to by Helen Jones and she did not see it as bullying by Miss Greene. Ro requests a procedure be put in place should this situation arise in the future.

Kirk Gilbertson stated that Maggie Greene has taught his son for two years, he is a good kid without problems. He has never had anything bad to say about Ms. Greene.

Helen Jones agreed that there should be a procedure in place.

Ro Krejci asked the board to consider updating the committee members with new people.

Maggie Greene stated that she had never heard any of the accusations from Helen Jones. She let the board know that there are legal ramifications in place.

Eric Jungmann stated that he would like to volunteer his services as a community board member. New to Woodbury, he has two daughters ages 8 and 4. He would like to participate on the board and bring in fresh blood. His background is in marketing and driving business for 15 years in one company. He is excited to potentially serve on the board.

Justin Krejci questioned the board about Sheila Brown's status as a board member.

6. Approval of meeting minutes from June 23, 2015

Moved by: Sarah Tegtmeier      Second: Sarah Jacobson      Vote: 6-0-0

7. Chair's Report: The bylaws were reviewed at the board retreat and will be posted as soon as more teachers vote on it.

The board has been reviewing the Strategic Plan and making progress and will be posted as it becomes available.

Sheila Brown is no longer a member of the board because she has withdrawn her child from WLA and was elected as a parent member.

8. Director's Report: The first parent email regarding back to school was sent out via MailChimp. There were a few issues with MailChimp but are looking into the matter. There has been a 78% open rate.

Sarah Tegtmeier and Mr. Hurley attended the 3<sup>rd</sup> annual Charter School Conference. It was informative and great for networking. Mr. Hurley will be meeting with Kevin Peck and has talked to some banks for financing. Becky Kullman and Mr. Hurley will be attending the Charter School Training which includes Teacher Evaluations, Q Comp, Title Programs, ELL requirements and Licensing. The second day of the training includes Assessment and testing, Special Education Requirements and World's Best Workforce.

The results of the 2015 Minnesota Comprehensive Assessments (MCA) will now be released publicly on Thursday, July 30<sup>th</sup>. The department will provide access to the data at 8 a.m. Wednesday, July 29, to reporters who agree to not release test results before 12 a.m. (MIDNIGHT) Thursday, July 30.

Crosswinds will be providing us classrooms, yet communication with EMID staff is not to happen per Lon from Perpich Center

Back to School Night is from 4-6 PM on September 3, 2015

At back to school night WLA will be holding a Director meet and greet and curriculum overview at 4:00pm  
WLA will have the following booths:

Parent Team

Extracurricular sign up

- Yoga
- Art
- Cross Country
- Science
- Chess

On August 20<sup>th</sup> and 25<sup>th</sup> the kindergarten teachers will be holding individual conferences 9- 5 for in-coming students to complete assessments; to help classroom assignments.

The week of August 31, 2015 is planned, and teachers will be sending home welcome letters to students in their classrooms. WLA has contracted an outstanding Rtl facilitator and CKLA presenter for 1<sup>st</sup> week in-service.

9. Committee Reports:

- a. Finance / Budget - BKDA was not present at this meeting and did not report.
- b. Marketing / Enrollment – There are 288 confirmed enrolled for fall. 17 seventh graders and all other classes are full. WLA continues to give more tours and have wait lists in most grades. The numbers look really good.
- c. Policy – Early Admission to Kindergarten discussed in the June meeting
  - Fixed Asset policy
  - Oversight on the Uniform Policy to include navy bottoms and jumpers for girls.
- d. Building Facilities – Kevin Peck informed WLA that the current sites available only include the State Farm Building. The likelihood to stay at Crosswinds depends on how much WLA grows as Crosswinds doesn't think they can give much more space.
- e. Parent Team – Hetal Patel stated that the parent team is currently restructuring and would like to become a formal committee of the board. They are working on bylaws to help them stay structured and organized. They should have this to the board by next month.

10. Consent Agenda: Approve additional staff contracts for 2015-2016 (Schedule)

Moved by: Sarah Tegtmeier      Second: Cliff MacDonald      Vote: 6-0-0

11. Old Business:

- a. Discussion of amendment to Uniform Policy to include Navy Blue slacks and jumpers for girls.
  - Moved by: Bharathi Sankararaman      Second: Emily Mogren      Vote: 6-0-0
- b. Motion to approve Director Evaluation Process – Item not ready, struck from agenda.

12. New Business:

- a. Motion to approve revised Bylaws of WLA. – Waiting on more teachers to vote to approve.
- b. Motion to approve Early Admission to Kindergarten Policy #302
  - Moved by: Tiffany Lewis      Second: Cliff MacDonald      Vote: 6-0-0
- c. Motion to approve Fixed Asset Policy #704
  - Moved by: Sarah Tegtmeier      Second: Emily Mogren      Vote: 6-0-0
- d. Motion to approve Parent Team as standing committee on Board of Directors
  - Moved by: Emily Mogren      Second: Cliff MacDonald      Vote: 6-0-0
- e. Motion to appoint Hetal Patel as Parent Team President
  - Moved by: Emily Mogren      Second: Sarah Jacobson      Vote: 6-0-0
- f. Motion to approve resignation of Ken Thielman and Robyn Carley
  - Moved by: Emily Mogren      Second: Bharathi Sankararaman      Vote: 6-0-0
- g. Motion to seat new board member, Eric Jungmann as BOD community member
  - Move by: Tiffany Lewis      Second: Sarah Tegtmeier      Vote: 6-0-0
- h. Motion to nominate and assign Board Officer positions

Sarah Tegtmeier nominated Cliff MacDonald as Board Chair. With Cliff's background he would be a great fit as he is very rational and takes time to think things through.

Moved by: Sarah Tegtmeier      Second: Tiffany Lewis      Vote: 6-0-0

Sarah Tegtmeier nominated Tiffany Lewis was nominated and seated as Board Secretary

Moved by: Sarah Tegtmeier      Second: Emily Mogren      Vote: 6-0-0

13. Future Agenda Items: Director Evaluation Process, WLA Bylaws. Revision of the Family Handbook. Cliff MacDonald stated he knows of another community member who may be interested in seating on the board.

14. Date and Time of Next Board Meeting: August 25, 6:00 PM

15. Motion to Adjourn

Moved by: Sarah Tegtmeier      Second: Sarah Jacobson      Vote: 6-0-0