



Meeting: Board of Directors Regular Meeting

Date: Wednesday, December 18, 2019

Time: 5:00 P.M.

Location: Woodbury Leadership Academy 8089 Globe Dr. Woodbury, MN 55125- Gym

AGENDA

1.Meeting Call to Order and Roll Call (Mandi Folks)

1.1 Meeting Call to Order (Mandi Folks, Board Chair)

1.2 Roll Call (Mandi Folks, Board Chair)

2. WLA Mission and Vision (Jason Livingston)

- a. The mission of WLA is to utilize leadership-based programs and strategies grounded in solid research, combined with the demonstrated success of Core Knowledge Curriculum as a basis of a rigorous overall educational program that builds strong skills in math, reading, literature, writing, music, science, and technology
- b. The vision of WLA is to be a school where students and graduates become exceptional leaders and are prepared to take on the academic and leadership challenges they will face in high school and beyond.

3. Approval of Agenda/Meeting Minutes (Presenter: Mandi Folks, Board Chair)

3.1 Approval of meeting agenda

Motion: _____ 2nd: _____ Vote: _____

3.2 Approval of November 20, 2019 Board Minutes

Motion: _____ 2nd: _____ Vote: _____

4. Conflict of Interest Declaration (Presenter: Mandi Folks, Board Chair)

5. Public Comment (Presenter: Mandi Folks, Board Chair)

5.1 Delegation of Public Comment Items (if necessary)

6. Board and Administration Reports

6.1 Board Report (Mandi Folks)

6.2 Executive Director Report (Kathleen Mortensen)

6.3 Financial Director Report (Judith Darling, BKDV)

6.4 Finance Committee Report (Jolene Skordahl, Treasurer)

6.4.1 Accept November Financials and December Minutes

Motion: _____ 2nd: _____ Vote: _____

6.5 Facilities Committee Report (Jason Livingston, Chair)

6.6 Governance Committee Report (Jess Erickson, Chair)

6.6.1 Accept December Minutes, and First Reading of Enrollment Policy

Motion: _____ 2nd: _____ Vote: _____

7. Board Training, Discussion, and Business (Presenter: Mandi Folks, Board Chair)

7.1 Special Education Training - Mary Kelly

7.2 Ratify Employment Agreement(s)

7.3 Accept Annual Report

8. Board Communication & Future Items (Presenter: Mandi Folks, Board Chair)

8.1 Board Communication/Future Agenda Items- Reflection

9. Housekeeping (Presenter: Mandi Folks, Board Chair)

Next Regularly Scheduled WLA Board of Directors Meeting

Date: Wednesday, January 29, 2020

Time: 5:00 P.M.

Location: 8089 Globe Dr. Woodbury, MN- gym

10. Adjournment (Presenter: Mandi Folks, Board Chair)

Adjournment

Motion: _____ 2nd _____ Vote: _____

Woodbury Leadership Academy
Board of Directors Meeting Minutes
Regular Meeting
November 20, 2019



Directors Present: Jessica Erickson, Mandi Folks, Claudia George, Jason Livingston, Jolene Skordahl

Directors Absent: Shannon Kelly

Administration/Advisors Present: Judith Darling (BerganKDV), Brad Falteysek (Abdo, Eick & Meyers, LLP)

Others in Attendance: None

1. Meeting Call to Order and Roll Call

1.1 Meeting Call to Order

Ms Folks called the meeting to order at 5:02 PM.

1.2 Roll Call

Ms Baumann took roll call.

2. WLA Mission and Vision

Ms Erickson read the WLA Mission and Vision Statements.

3. Approval of Agenda/Meeting Minutes

3.1 Approval of Meeting Agenda

Ms Erickson moved "to approve the agenda for the November 20, 2019 Board meeting." Seconded by Ms George. Motion passed unanimously.

3.2 Approval of October 23, 2019 and October 30, 2019 Board Minutes

Ms Erickson moved "to approve the October 23, 2019 and October 30, 2019 Board meeting minutes." Ms Skordahl seconded. Motion passed unanimously.

4. Conflict of Interest Declaration

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

5. Public Comment

5.1 Delegation of Public Comment Items (if necessary)

There was no public comment.

6. Board and Administration Reports

6.1 Board Report

Ms Folks reflected on the Annual Meeting held on October 30th. Board members provided feedback on the meeting and agreed that it would be beneficial to do again in future years.

She shared that in order to streamline committee meetings, a standard monthly schedule has been set:

- Finance Committee – 2nd Tuesday of the month at 4:30 PM
- Governance Committee – 2nd Wednesday of the month at 4:30 PM

Ms Folks engaged board members in a discussion on the PTO's sale of spirit wear. It was decided that the Board had previously approved that the PTO could use the WLA logo and that no further action was needed. She also shared that the PTO was considering the online sale of uniforms.

6.6.1 Accept November Minutes, Second Reading of Retention Policy, First Reading of Extended Leave Policy and First Reading of Series 100

Ms Erickson moved "to accept the November Governance committee minutes, the Second Reading of Policy 510 Promotion/Retention Policy, the First Reading of Policy 539 Re-Enrollment after Long-Term Leave and the First Reading of Policy Series 100 School District Policies." Ms Skordahl seconded. There was discussion. Motion passed unanimously.

7. Board Training, Discussion and Business

7.1 Audit Presentation

Mr Brad Falteysek from Abdo, Eick & Meyers, an independent audit firm, presented the FY19 audited financial statements and management letter. Mr Falteysek reported the audit opinion is an un-modified or "clean opinion" which reflects that the financial statements are materially accurate and follow Generally Accepted Accounting Principles. As part of the audit, controls and compliance with Minnesota Statutes are reviewed. There was a finding last year related to the use of a debit card which has been corrected and there are no findings this year. He informed the board of future accounting standard changes. Mr Falteysek reviewed a PowerPoint of an overview of FY19 financial information, with comparative information between years and with charter school and statewide averages. He also reviewed the sources and uses of funds (i.e., revenue and expenditure types).

Ms Folks moved "to accept the audit report as presented by Abdo, Eick & Meyers for year ended June 30, 2019." Motion seconded by Ms Erickson. Motion passed unanimously.

7.2 Ratify Employment Agreements

There were no agreements to ratify.

8. Board Communication & Future Items

8.1 Board Communication/Future Agenda Items – Reflection

Ms Folks thanked teacher board members for bringing an insider perspective to discussions at board meetings. She encouraged teachers to go directly to Ms Mortensen with operational concerns, and not bring them to the Board. Suggested future agenda items include an update on the lease negotiation and facilities plan.

9. Housekeeping

Next regularly scheduled WLA Board of Directors Meeting

Ms Folks stated the next regular meeting is scheduled for Wednesday, December 18, 2019 at 5:00 PM in the gym at 8089 Globe Drive, Woodbury, MN.

10. Adjournment

Mr Livingston moved "to adjourn." Ms Erickson seconded. Motion passed unanimously. The meeting adjourned at 6:30 PM.

Minutes drafted by Nancy Baumann, Board Clerk (non-Board member); submitted by Jessica Erickson, Board Secretary.

WOODBURY LEADERSHIP ACADEMY
DIRECTOR REPORT, DECEMBER 18, 2019

Dr. Kathleen Mortensen

I. Organizational Leadership

Exercise strong leadership skills in promoting the mission and vision of the school

Work collaboratively with the School Board and staff to develop an ongoing strategic planning process to achieve the mission of Woodbury Leadership Academy. (WLA)

- WLA enrollment update: As of 12/15/2019, we have 481 students enrolled.
- The VOA formal site was conducted on December 12th. Things went well and VOA is pleased with how things are being run at WLA, with our growth, and with our stability. They are strongly suggesting that we apply for a K-12, or PK-12 charter, even if we don't move in that direction in the near future. They also state that in the event that we expand our site to any unattached buildings, that the process for approval through MDE is taking about 18 months.
- The VOA SLT meeting was held December 22nd. Everything is now ready for the Annual VOA Leadership Conference, to be held January 9-10th. The focus for this conferences is mental health for our students and staff members.
- The WLA Annual Report and World's Best Work Force (WBWF) reports have been completed, sent to VOA, and posted on the WLA website.
- Doug Feichert (Colliers Architecture) met with WLA grade and department team leaders to collaborate on WLA expansion and remodeling plans. Staff members had solid ideas which Doug and myself then walked through over the phone. When the Facilities Committee on December 10th, additional discussion transpired on the potential future use of the smaller building to the east. It is possible that the east building may eventually be used for middle school students, so it is imperative that the upcoming design for the 3rd floor in the big building, be flexible for either middle school students, or for grades 4-5.
- The Facilities Committee meeting was held on December 10th.
- The Board Governance committee meeting was held on December 11th.
- The Finance Committee meeting was held on December 12th.

II. Instructional Leadership

Monitor the development, implementation and evaluation of curricular programs and ensure that all initiatives are student focused and aligned with the school's mission and vision. Provide leadership in the articulation among all instructional levels as well as special services within the school

- WLA teachers have been working in PLCs to identify all students who are three months or more, behind in math or reading. Once students were identified teachers wrote goals for each individual student, and are sharing that information as a group, and with the new Title I para professional. This is meant to ensure that students receive focused remedial support.
- The Media Specialist will be starting on January 6th and will deliver opportunities to student groups for technology skills development, reading enrichment, and activities that

reinforce the arts, music, literature, and historical topics, that are covered through Core Knowledge content at each grade level. This will allow for a more comprehensive, cross-curricular approach to WLA subject matter.

III. Financial Management

Exercise proactive leadership in organizing the school's resources to best meet the needs of all students.

- A Finance Meeting was held on December 12th. We are within budget in the various budget areas, and up \$18,000 unexpectedly with Literacy Grant funds.

IV. Human Resource Management

Provide staff supervision and conduct/oversee annual performance appraisals, which includes three formal observations, one per trimester, for each instructional staff member, including special education and educational assistants

- One of the special education teachers resigned and is moving to Wisconsin. With a one week notice, we filled that position with a reliable substitute for the remainder of the month of December. This substitute had been serving as a building substitute in other areas (mainly Spanish) but shifted to special education as needed. She will co-teach with our new special education teacher from January 6-10th, introducing her to the students and their special needs.
- The Media Specialist will start on January 6th. This position has been created to replace Spanish class.
- We have filled the long term substitute position for Claire Cafferty. This candidate will start on January 6th and serve as an on-site substitute for the month of January. She will then shadow Claire and prep for that absence in early to mid-February.
- The Leadership position teacher will start in early to mid-January. Administration will be running these classes until that time.
- Derek Anderson, para-professional, has resigned from his position as a personal choice. Derek has served at WLA for the 2018-2019, and current school year. His dedication to our students, work ethic, and personality will be missed.
- WLA has hired two para-professionals to fill open positions.
- Of special note: I feel that we have been fortunate with several of our substitute teachers this fall, who have committed to WLA as we have worked through absence issues.
 - Allen Sterns is a retired school leader who has received many kudos from teachers and students for his calm demeanor and broad knowledge base. He will now be heading to Europe for part of the winter.
 - Julie Ohs stepped in to the Spanish position and ran things smoothly for the month of November. I prepared the daily lesson plans and she went above and beyond to enrich the lessons. When I asked her to consider subbing in the area of special education, she asked to observe special education direct service classrooms, and then committed to the assignment. She is thoughtful, calm, firm and fair. The students she works with in special education has no trouble adjusting to the change in teachers, and Julie has found out that she enjoys this population of students!

- Mr. Stengel has stepped in on numerous occasions to substitute teach at WLA. Like Allen Stern, he is also retired and enjoys youngsters. When he recently subbed for 1st grade, he came into school, literally running, with his guitar case in his hand, and quickly set himself up in the classroom. On that day we had two 1st grade teachers out ill, and one out due to a family emergency. With only two subs available to cover three classes, Jolene and myself assisted initially with organizing the classes. I let Mr. Stengel know that we were going to have to merge the classes and his response was “I am used to subbing in classes with 40 students, send in as many as you need to.” However, it turns out that due to high student absences each of the two merged classes only had about 23 students each. Both Kylie and myself were checking throughout the day and it was wonderful to see him playing his guitar off and on, with the students mesmerized.

Oversee conflict resolution and all other personnel matters

- There were two recent issues, both resolved at this time.

V. Provision for a Safe and Effective Learning Environment

Monitor reporting systems involving health and safety of students

- As eluded to in the section above regarding substitute teachers, WLA has experienced significant absenteeism with staff and students. Illness seems to have peaked during late November, with several days where total student absences were at 15%-16%. The MN Department of Health requires schools to report excessive student illness due to influenza, if/when absences meet or exceed 5%. WLA staff members did check with the Center for Disease Control (CDC) to see if we should hire a cleaning/sanitization company to come in over the long Thanksgiving holiday weekend, but they did not recommend such. Teachers were encouraged to continually wipe down doorknobs, light switches and horizontal surfaces. We also checked with Amy Block, our contracted nurse, who suggested checking our building humidity levels. According to the research that Amy Block provided, the goal is to have between 40-60% humidity levels throughout the building. Evidently, the drier the air, the further viruses and bacteria can travel. Amy Cahlander has ordered humidity monitors to be able to check all areas of our building.
- We are planning to upgrade our AED devices, and at this time, are gathering the necessary information.
- The fire department is coming in to check all extinguishers, and potentially provide staff training in this area.
- Jolene Skordahl has completed 1st Aid and CPR training, and WLA has purchased the needed equipment and instructional materials for her to train others.
- Jim Martin, our WLA legal representative, and myself, concluded a sensitive student issue.

VI. Communications Management

Oversee communication system between school and parents through various means, including the WLA Family Newsletter, at minimum once a month, and oversee development and implementation of student/parent activities

- Mandi Folks and Kathy will meet with a representative from the Boy Scout organization again on January 7th to tour the BSA Base Camp facility. Jolene and Diane will hopefully be able to join us. We are looking at options to potentially use their facility for student fieldtrips, professional development, and/or board training.
- We have a small group confirmed to tour D.C.! (I believe there are 6-8 students at this time who have made their deposits, and one parent chaperone.) Andy Sharp is in close communications with the World Strides organization for confirming all logistics.
- Middle school teachers are preparing for the “Enlightenment Wax Figures” showcase.
- Sara Sampson, art teacher, has been placing student art work throughout the hallways, including the recent “Great Wave of Kanagawa”, and currently the Mona Lisa compilations.
- On December 20th, the kindergarten teachers will again be facilitating the cocoa and gingerbread houses event.



Woodbury Leadership Academy
Woodbury, MN
District 4228

Financial Statements

November 2019

**Woodbury Leadership Academy
Woodbury, Minnesota
November 2019 Financial Statements**

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**Woodbury Leadership Academy
Woodbury, Minnesota
November 2019 Financial Statements**

Executive Summary

Balance Sheet

The beginning balances shown on the Balance Sheet are based on the preliminary ending information as of June 30, 2019 while the ending balances reflect the YTD balances.

Cash and Investments represent the amount of cash available to use for the operations of our school.

Accounts Receivable are amounts owed to the school by an outside vendor or parent.

PY State Aid Receivable represents the amount that the State owes the School for the prior year. This is directly related to the holdback. The majority of this was repaid by the state to the school during August, September, and October of 2019.

CY State Aid Receivable/ (Deferred Revenue) represents the estimated amount that the State owes the School for the current fiscal year.

Federal Aids Receivable represents the amount of federal funds that are owed to the School at this point in time.

Prepays represent items that have been paid for as of June 30th, but the expense will not be realized until after July 1.

Salaries and Wages Payable as well as Payroll Deductions and Contributions relate to salaries and benefits owed as of June 30th but will not be paid until after July. This primarily consists of the “summer paychecks” and related benefits for the teachers. Payroll Deductions and Contributions may have a debit balance at month end due to the timing of payments to the vendors.

Accounts Payable represent amounts due to vendors for invoices received but not yet paid as of the end of the period.

The Line of Credit Payable is the amount we owe on the line of credit as of month end. Our line of credit with Propel expired last month. The finance committee will discuss the need to renew the line of credit and make a recommendation to the board.

Summary of Key Indicators

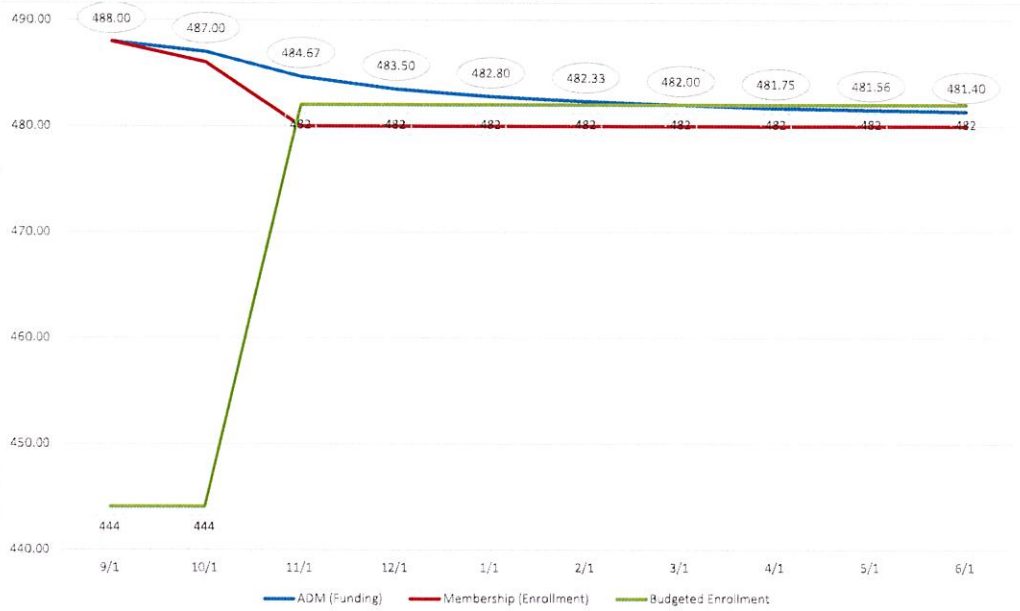
- Our cash balance as of November 30th was \$634K.
- The Minnesota Department of Education released the Literacy Aid entitlement amounts for the current year. Our Literacy Aid revenue will be \$41K which is approximately \$18K more than we had estimated.
- Last month, the Board approved a budget with a General Fund surplus of \$105,891 and a Community Services Fund deficit of 40,000. Our projected school-wide fund balance at year-end is \$873,400.

Supplemental Information of November 2019

Reports are provided that show the checks that were written, receipts that were posted, and journal entry transactions that were recorded during November 2019.

Please feel free to contact Judith Darling at judith.darling@berganKDV.com or 952-563-6889 should you have questions related to the financial statements.

**Woodbury Leadership Academy
Woodbury, Minnesota
Attendance / Enrollment Report
2019-2020**



Average Daily Membership (ADM)										
Grade	9/30	10/31	11/30	12/31	1/31	2/28	3/31	4/30	5/30	6/30
K	83	83	82	82	82	82	81	81	81	81
1	67	67	66	66	66	66	65	65	65	65
2	68	68	67	67	67	67	67	67	66	66
3	65	65	65	65	65	65	65	65	65	65
4	68	68	68	68	67	67	67	67	67	67
5	66	66	66	66	66	66	66	66	66	66
6	34	34	34	34	34	34	34	34	34	34
7	21	21	21	21	21	21	21	21	21	21
8	16	16	16	16	15	15	15	15	15	15
GRAND TOTAL	488	487	485	484	483	482	482	482	482	481

Membership (Enrollment) as of:										
Grade	9/30	10/31	11/30	12/31	1/31	2/28	3/31	4/30	5/30	6/30
K	83	82	81	81	81	81	81	81	81	81
1	67	66	65	65	65	65	65	65	65	65
2	68	68	66	66	66	66	66	66	66	66
3	65	65	65	65	65	65	65	65	65	65
4	68	68	67	67	67	67	67	67	67	67
5	66	66	66	66	66	66	66	66	66	66
6	34	34	34	34	34	34	34	34	34	34
7	21	21	21	21	21	21	21	21	21	21
8	16	16	15	15	15	15	15	15	15	15
GRAND TOTAL	488	486	480	480	480	480	480	480	480	480

Budgeted Enrollments as of:										
Grade	9/30	10/31	11/30	12/31	1/31	2/28	3/31	4/30	5/30	6/30
K	60	60	76	76	76	76	76	76	76	76
1	66	66	68	68	68	68	68	68	68	68
2	66	66	68	68	68	68	68	68	68	68
3	66	66	65	65	65	65	65	65	65	65
4	66	66	66	66	66	66	66	66	66	66
5	54	54	66	66	66	66	66	66	66	66
6	35	35	40	40	40	40	40	40	40	40
7	19	19	19	19	19	19	19	19	19	19
8	13	13	14	14	14	14	14	14	14	14
GRAND TOTAL	444	444	482	482	482	482	482	482	482	482

Note: Enrollment figures are based upon information provided by the school.

Management has elected to omit substantially all disclosures, government-wide financial statements, and required supplementary information. No CPA provides any assurance on these financial statements.

Woodbury Leadership Academy
Woodbury, Minnesota
Balance Sheet
November 30, 2019

	Balance July 1, 2019	Balance November 30, 2019
Assets		
Current assets		
Cash and investments	\$ 624,546	\$ 633,945
Accounts receivable	\$ 9,171	-
Due from Other Funds	\$ -	-
PY state aid receivable	\$ 344,665	22,246
CY state aid receivable/(deferred rev)		311,871
Federal aids receivable	\$ 18,473	
Prepaid expenses and deposits	\$ 67,171	50,064
Total assets	\$ 1,064,025	\$ 1,018,126
Liabilities and Fund Balance		
Current liabilities		
Salaries and wages payable	\$ 99,592	\$ 33,384
Line of credit payable/loan payable	\$ -	\$ -
Accounts payable	\$ 82,427	\$ -
Payroll deductions and contributions	\$ 74,506	\$ 9,726
Deferred revenue	\$ -	\$ -
Total current liabilities	\$ 256,524	\$ 43,110
Fund Balance		
Fund balance 7-1-2019	\$ 807,501	807,501
Change in fund balance		167,515
Total fund balance	\$ 807,501	975,016
Total liabilities and fund balance	\$ 1,064,025	\$ 1,018,126

Management has elected to omit substantially all disclosures, government-wide financial statements, and required supplementary information. No CPA provides any assurance on these financial statements.

Woodbury Leadership Academy
 Woodbury, Minnesota
 Statement of Revenues and Expenditures
 November 30, 2019

	FY 2019 Actual	FY 2020 Amended Budget 482 ADM	November 2019 YTD Activity	42% Percent of Amended Budget
488.60				
General Fund - 01				
Revenues				
State revenues				
General education aid	\$ 2,724,265	\$ 3,434,175	\$ 1,264,889	36.8%
Literacy aid	23,584	23,594	-	-
Charter school lease aid	510,656	612,324	194,646	31.8%
Long-term facilities maintenance revenue	51,678	64,495	-	-
Special education aid	320,320	477,950	135,418	28.3%
PY over (under) accrual	9,513	20	-	-
Endowment aid	10,823	17,521	8,761	50.0%
Safe schools supplemental aid	-	9,020	9,020	100.0%
Medical Assistance/Third Party Billing	-	2,000	695	34.8%
CY estimated state aid receivable (deferred revenue)	-	-	311,871	-
Total state revenues	<u>3,650,839</u>	<u>4,641,099</u>	<u>1,925,301</u>	<u>41.5%</u>
Federal revenues				
Federal special education aid, FIN 419, 420, 425	58,991	52,023	-	-
Title I, II, IV	7,614	30,321	5,778	19.1%
Total federal revenues	<u>66,605</u>	<u>82,344</u>	<u>5,778</u>	<u>7.0%</u>
Local revenues				
Interest earnings	3,218	6,300	2,800	44.4%
Donations and grants	1,913	500	391	78.2%
Give to the Max (course 200)	6,291	5,000	3,541	70.8%
Fees from students (field trip, milk, pizza Friday, other)	35,920	40,600	21,376	52.6%
Miscellaneous revenues	1,394	500	4,936	987.2%

Woodbury Leadership Academy
 Woodbury, Minnesota
 Statement of Revenues and Expenditures
 November 30, 2019

	FY 2019 Actual	FY 2020 Amended Budget 482 ADM	November 2019 YTD Activity	Percent of Amended Budget
Sale of merchandise/fundraising - net	1,957	488.60	-	42%
Total local revenues	50,693	52,900	33,044	62.5%
Total revenues	\$ 3,768,137	\$ 4,776,343	\$ 1,964,123	41.1%
Expenditures	3,768,137	4,776,343	1,964,123	
100's Salaries	\$ 1,232,897	1,632,715	545,077	33.4%
200's Benefits	308,056	427,837	164,527	38.5%
305 Contracted services	237,548	249,665	104,191	41.7%
315 Technology services	13,630	17,500	11,007	62.9%
320 Communications services	6,633	7,900	2,514	31.8%
329 Postage	2,439	2,900	88	3.0%
330 Utilities	59,231	91,733	45,866	50.0%
340 Property and liability insurance	12,035	13,000	11,171	85.9%
350 Repairs and maintenance	34,465	76,887	27,170	35.3%
360 Student transportation	315,595	348,004	138,999	39.9%
360 Transportation for field trips	5,970	8,887	7,736	87.0%
366 Travel, conferences, and staff training	18,094	30,000	14,795	49.3%
369 Field trips / registration fees	9,638	17,000	10,995	64.7%
370 Building lease	567,395	680,360	340,180	50.0%
370 Other Operating Rentals & Leases	8,741	35,218	17,309	49.1%
401 Supplies - non instructional (455/465 NI Tech Supplies)	35,897	46,300	27,236	58.8%
401 Maintenance supplies	14,205	15,000	9,397	62.6%
405 Non-instructional software and licensing	9,084	13,000	9,465	72.8%

Woodbury Leadership Academy
Woodbury, Minnesota
Statement of Revenues and Expenditures
November 30, 2019

	FY 2019 Actual	FY 2020 Amended Budget 482 ADM	November 2019 YTD Activity	Percent of Amended Budget
		488.60		42%
406 Instructional software	3,184	8,700	6,149	70.7%
430 Instructional supplies (456/466 Inst. Tech Supplies)	46,908	56,400	46,429	82.3%
460 Textbooks and workbooks	25,561	34,900	31,145	89.2%
461 Standardized tests	3,621	8,100	5,013	61.9%
470 Media/library resources	-	2,000	-	-
490 Food purchased	6,986	9,000	1,001	11.1%
520 Building improvement	23,263	149,020	-	-
530 Furniture and other equipment	35,883	20,000	17,515	87.6%
555 Technology equipment	1,354	6,000	-	-
556 Instructional technology equipment	-	7,000	-	-
580/581 Principal and Interest capital lease	9,273	13,659	4,639	34.0%
820 Dues and memberships, fees	31,171	28,500	1,766	6.2%
State special ed expenditures	344,430	513,925	167,666	32.6%
342 Medical Assistance/Third Party Billing		2,000	5,248	262.4%
Federal special education aid, FIN 419, 420, 425	58,991	52,023	14,925	28.7%
Title I and II	7,614	30,321	5,778	19.1%
Directors discretionary fund	-	15,000	-	-
Total expenditures	\$ 3,489,794	\$ 4,670,453	\$ 1,794,996	38.4%
Changes in fund balance, General Fund	\$ 278,343	\$ 105,891	\$ 169,127	
Beginning fund balance, General Fund, July 1	436,065	714,408	714,408	
Projected fund balance, General Fund, June 30	\$ 714,408	\$ 820,299	\$ 883,536	
	20.5%	17.6%		

Woodbury Leadership Academy
 Woodbury, Minnesota
 Statement of Revenues and Expenditures
 November 30, 2019

	FY 2019 Actual	FY 2020 Amended Budget 482 ADM	November 2019 YTD Activity	42% Percent of Amended Budget
Community Services Fund - 04				
Revenues				
050 Registration revenue	\$ 360	\$ -	\$ -	-
Total revenues	\$ 360	\$ -	\$ -	-
Expenditures				
Purchased services	\$ -	-	\$ -	-
Supplies and materials, snacks	-	-	288	-
Equipment	30,428	40,000	1,325	3.3%
Dues and memberships	-	-	-	-
Total expenditures	\$ 30,428	\$ 40,000	\$ 1,613	4.0%
Changes in fund balance, Community Services Fund	\$ (30,068)	\$ (40,000)	\$ (1,613)	
Beginning fund balance, Community Services Fund, July 1	123,170	93,102	93,102	
Projected fund balance, Community Services Fund, June 30	\$ 93,102	\$ 53,102	\$ 91,489	

Woodbury Leadership Academy
Woodbury, Minnesota
Statement of Revenues and Expenditures
November 30, 2019

	FY 2019 Actual	FY 2020 Amended Budget 482 ADM	November 2019 YTD Activity	Percent of Amended Budget
Total All Funds		488,60		42%
Revenues				
State revenues	\$ 3,650,839	\$ 4,641,099	\$ 1,925,301	41.5%
Federal revenues	66,605	82,344	5,778	7.0%
Local revenues	51,053	52,900	33,044	62.5%
Transfer in	-	-	-	-
Total revenues	\$ 3,768,497	\$ 4,776,343	\$ 1,964,123	41.1%

Expenditures				
Salaries and wages	\$ 1,232,897	\$ 1,632,715	\$ 545,077	33.4%
Employee benefits	308,056	427,837	164,527	38.5%
Purchased services	1,291,414	1,579,054	732,021	46.4%
Supplies and materials	145,447	193,400	136,122	70.4%
Equipment	100,202	235,679	23,478	10.0%
Other (fundraising, special ed, dues, etc.)	442,207	641,769	195,383	30.4%
Total expenditures	\$ 3,520,222	\$ 4,710,453	\$ 1,796,608	38.1%

Change in fund balance	\$ 248,276	\$ 65,891	\$ 167,515	
	248,276	65,891	167,515	
Beginning fund balance, all funds, July 1	559,234	807,510	807,510	
Projected fund balance, all funds, June 30	\$ 807,510	\$ 873,400	\$ 975,024	
	807,510	873,400	975,024	

Management has elected to omit substantially all disclosures, government-wide financial statements, and required supplementary information. No CPA provides any assurance on these financial statements.
BergankDV
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12/06/2019

Woodbury Leadership Academy
Cash Flow Projection Summary
2019-2020

Period Ending	Cash Inflows (Revenues)				Total Receipts	Cash Outflows (Expenditures)		Total Expenses	Cash Balance
	State Aid Payments	Federal Aid Payments	Other Receipts*	Prior Year State & Federal Holdback		Salaries	Other Expenses		
Jul 31	\$ 266,506	\$ -	\$ 4,840	\$ -	\$ 271,346	\$ 82,562	\$ 291,918	Beginning Balance \$ 374,480	\$ 521,412
Aug 31	355,464	-	584	89,709	445,756	81,388	162,110	243,498	723,670
Sept 30	319,555	-	587	156,962	477,104	124,550	412,830	537,380	663,395
Oct 31	318,615	5,778	13,680	93,528	431,602	119,720	277,143	396,863	698,134
Nov 30	353,287	-	19,443	-	372,730	\$ 116,742	320,177	436,918	633,945
Dec 31	366,223	10,938	1,967	-	379,128	116,742	272,017	388,759	624,314
Jan 31	366,223	10,938	1,967	-	379,128	116,742	272,017	388,759	614,682
Feb 28	366,223	10,938	1,967	11,883	391,010	116,742	272,017	388,759	616,933
Mar 31	366,223	10,938	1,967	-	379,128	116,742	272,017	388,759	607,302
Apr 30	366,223	10,938	1,967	-	379,128	116,742	272,017	388,759	597,671
May 31	366,223	10,938	1,967	11,056	379,128	116,742	272,017	388,759	588,039
June 30	366,223	10,938	1,967	-	390,184	116,742	272,017	388,759	589,464
Total per Above	4,176,989	82,344	52,900	363,137	4,675,371	1,342,154	3,368,299	4,710,453	\$ 624,546
Per Budget/Projection Difference	4,176,989	82,344	52,900	363,138	4,675,371	1,342,154	3,368,299	4,710,453	624,546
	-	-	-	0	0	0	0	(0)	0
Totals	4,176,989	82,344	52,900	363,137	4,675,371	1,342,154	3,368,299	4,710,453	589,464

Primary Assumptions: 10% State Aid Holdback

This cash flow projection is to be used only to show that if we follow our budget for the year that we will not encounter cash flow issues and that we will be able to maintain normal operations. It is not meant to be used to accurately predict what expenditures will be incurred in the short-term. Due to the manner in which MIDE regulates the funding, abrupt changes may occur in the amounts of the payments. However, the total amount of the state aids should be reasonable given a stable budget.

Management has elected to omit substantially all disclosures, government-wide financial statements, and required supplementary information. No CPA provides any assurance on these financial statements.



Woodbury Leadership Academy
Woodbury, MN
District 4228

Supplemental Information

November 2019

WOODBURY LEADERSHIP ACADEMY
Payment Register by Check No.
 Payment Date Range: 11/01/2019 - 11/30/2019

Bank	Check No	Ty	Grp Code	Vendor	Date	Amount	Voucher #	Account Code	Description
OLDN		WX	1 1099	MN UI Fund	11/06/2019	\$2,205.00	6223	E 01 005 110 000 000 280	Unemployment Insurance
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$42.80	6224	E 01 010 420 000 419 406	Inspiration 9 US software for ipad
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$75.95	6224	E 01 010 203 000 000 401	Mental illness Warning Signs training
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$348.99	6224	E 01 010 720 000 000 401	Corner desk & file-Health Office
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$645.44	6224	E 01 010 720 000 000 401	Wall cabinets-Health Office
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$179.00	6224	E 01 005 810 000 000 401	5" grinder & battery
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$77.19	6224	E 01 005 110 000 000 401	Yellow hanging files-Student records
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$16.07	6224	E 01 010 203 000 000 430	Printable I Can Statements for PE
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$84.75	6224	E 01 010 201 000 000 460	Laminating pouches-K Math curriculum
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$16.95	6224	E 01 010 203 000 000 401	Laminating pouches-PE
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$45.72	6224	E 01 005 810 000 000 401	Supplies for hanging pictures
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$37.43	6224	E 01 005 810 000 000 401	Screws & bar clamp
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$284.25	6224	E 01 010 720 000 000 401	Refrigerator/freezer for Health Office
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$7.86	6224	E 01 010 640 000 316 366	Book-On Purpose
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$252.33	6224	E 01 010 203 000 000 401	Lunch/Pizza Friday supplies
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$12.49	6224	E 01 010 720 000 000 401	Sanitary napkins (Maxi Pads)
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$20.03	6224	E 01 010 203 000 000 401	Lunch supplies-Lennon essential oil
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$5.98	6224	E 01 010 640 000 316 366	Book-On Purpose
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$7.14	6224	E 01 010 640 000 316 366	Book-On Purpose
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$5.11	6224	E 01 010 640 000 316 366	Book-On Purpose
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$30.70	6224	E 01 005 110 000 000 401	Visitor labels-Raptor system
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$9.89	6224	E 01 010 720 000 000 401	Nitrile gloves-large
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$84.94	6224	E 01 010 720 000 000 401	Counter top-Health Office
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$24.58	6224	E 01 010 203 000 000 490	Forgotten lunch supplies
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$95.00	6224	E 01 010 203 000 000 430	Responsive Classroom chimes
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$12.74	6224	E 01 010 640 000 316 366	Book-On Purpose
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$7.12	6224	E 01 010 640 000 316 366	Book-On Purpose
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$68.25	6224	E 01 005 810 000 000 401	Pliers, picture hanging supplies
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$46.96	6224	E 01 010 203 000 000 401	Plants for library, classrooms
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$189.41	6224	E 01 010 640 000 316 366	Cell phones 9/2-10/1/19
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$42.09	6224	E 01 010 640 000 316 366	Fruit, breakfast items-Staff meeting
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$22.74	6224	E 01 010 640 000 316 366	Fruit, breakfast items-Staff meeting
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$44.32	6224	E 01 005 110 000 000 490	Admin lunch w/ consultant-Dave DenHartog
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$2,829.90	6224	E 01 010 203 000 000 401	Whiteboards (8), Corkboards (5 lg, 3 sm)
OLDN		WX	1 1508	First Bankcard	11/07/2019	\$842.31	6224	E 01 010 720 000 000 401	Recovery col-health office

WOODBURY LEADERSHIP ACADEMY
Payment Register by Check No.
 Payment Date Range: 11/01/2019 - 11/30/2019

Bank	Check No	Ty	Grp Code	Vendor	Date	Amount	Voucher #	Account Code	Description
OLDN		WX 1	1508	First Bankcard	11/07/2019	\$22.30	6224	E 01 010 420 000 419 401	Expanding file folders
OLDN		WX 1	1508	First Bankcard	11/07/2019	\$4.99	6224	E 01 005 010 000 000 490	Board meeting snacks
OLDN		WX 1	1508	First Bankcard	11/07/2019	(\$12.74)	6224	E 01 010 640 000 316 366	Refund-On Purpose:
OLDN		WX 1	1508	First Bankcard	11/07/2019	\$157.66	6224	E 01 010 201 000 000 369	Apple Orchard fieldtrip-Miss E Purinton
OLDN		WX 1	1508	First Bankcard	11/07/2019	\$31.99	6224	E 01 010 420 000 419 401	File backs w/ prong fasteners
OLDN		WX 1	1508	First Bankcard	11/07/2019	\$5.32	6224	E 01 005 110 000 000 401	Charged in error-refund
OLDN		WX 1	1508	First Bankcard	11/07/2019	\$224.02	6224	E 04 005 505 000 000 401	Trunk or Treat community event-candy
OLDN		WX 1	1508	First Bankcard	11/07/2019	\$26.98	6224	E 01 005 107 000 000 401	Oakdale Expo-candy
OLDN		WX 1	1508	First Bankcard	11/07/2019	\$33.98	6224	E 01 010 203 000 000 401	Mesh book bags-Gr 2
OLDN		WX 1	1508	First Bankcard	11/07/2019	\$742.00	6224	E 01 010 203 000 000 401	Pizza-Pizza Friday lunch
OLDN		WX 1	1508	First Bankcard	11/07/2019	\$162.36	6224	E 01 010 203 000 000 369	Apple Orchard fieldtrip
OLDN		WX 1	1508	First Bankcard	11/07/2019	\$10.98	6224	E 01 010 640 000 316 366	Book-On Purpose:
OLDN		WX 1	1508	First Bankcard	11/07/2019	\$87.72	6224	E 01 010 203 000 000 401	Lunch/Pizza Friday supplies-Gogurts
OLDN		WX 1	1508	First Bankcard	11/07/2019	\$13.25	6224	E 01 010 720 000 000 401	Advil, Tylenol-staff use
OLDN		WX 1	1508	First Bankcard	11/07/2019	\$39.99	6224	E 01 005 108 000 000 455	Dock station link for Mac computer-Dean
OLDN		WX 1	1508	First Bankcard	11/07/2019	\$1,798.00	6224	E 01 005 108 000 000 465	Microsoft Surface Pro 7 (2)-Deans
OLDN		WX 1	1508	First Bankcard	11/07/2019	\$37.06	6224	E 01 005 110 000 000 320	SipStation subscription--10/28-11/27/19
OLDN		WX 1	1508	First Bankcard	11/07/2019	\$30.45	6224	E 01 005 110 000 000 401	Calming toys for students-Dean
OLDN		WX 1	1508	First Bankcard	11/07/2019	\$8.99	6224	E 01 010 203 000 000 430	Paper punch-
OLDN		WX 1	1508	First Bankcard	11/07/2019	\$65.79	6224	E 01 010 203 000 000 460	Social studies texts-Gr 3
OLDN		WX 1	1508	First Bankcard	11/07/2019	\$20.85	6224	E 01 010 203 000 000 460	Social studies texts-Paying Taxes-Gr 3
OLDN		WX 1	1508	First Bankcard	11/19/2019	\$13.98	6249	E 01 010 203 000 000 460	Books-Homer Price Gr 3 SS
OLDN		WX 1	1508	First Bankcard	11/19/2019	\$91.98	6249	E 01 010 203 000 000 401	Storage rack & bins- SpEd pullout room
OLDN		WX 1	1508	First Bankcard	11/19/2019	\$13.04	6249	E 01 010 212 000 000 430	Art supplies-cotton balls, Q tips
OLDN		WX 1	1508	First Bankcard	11/19/2019	\$14.82	6249	E 01 010 203 000 000 430	Book rings & Index cards-Gr 5
OLDN		WX 1	1508	First Bankcard	11/19/2019	\$11.79	6249	E 01 010 203 000 000 401	Post It Pop-Up notes-Dean KG
OLDN		WX 1	1508	First Bankcard	11/19/2019	\$48.00	6249	E 01 005 108 000 000 455	Polycm phone-Deans AS & BB
OLDN		WX 1	1508	First Bankcard	11/19/2019	\$37.00	6249	E 01 010 212 000 000 430	Art supplies-colored construction paper
OLDN		WX 1	1508	First Bankcard	11/19/2019	\$119.40	6249	E 01 005 107 000 000 401	Subscription
OLDN		WX 1	1508	First Bankcard	11/19/2019	\$14.32	6249	E 01 010 212 000 000 430	Art supplies-colored chalk
OLDN		WX 1	1508	First Bankcard	11/19/2019	\$25.39	6249	E 01 010 420 000 419 401	Fidgets--chew pencil toppers, modeling clay
OLDN		WX 1	1508	First Bankcard	11/19/2019	\$51.00	6249	E 01 010 420 000 419 433	BASC-3 assessments
OLDN		WX 1	1508	First Bankcard	11/19/2019	\$73.96	6249	E 01 010 212 000 000 430	Art supplies for general classroom use
OLDN		WX 1	1508	First Bankcard	11/19/2019	\$162.03	6249	E 01 010 212 000 000 430	Art supplies for general classroom use
OLDN		WX 1	1508	First Bankcard	11/19/2019	\$22.74	6249	E 01 010 201 000 000 401	3 ring binders-Dean KG

WOODBURY LEADERSHIP ACADEMY

Payment Register by Check No.

Payment Date Range: 11/01/2019 - 11/30/2019

Bank	Check No	Ty	Grp Code	Vendor	Pay/Void	Date	Amount	Voucher #	Account Code	Description
OLDN	WX 1 1508	1	1508	First Bankcard		11/19/2019	\$27.50	6249	E 01 005 110 000 000 305	Background check-volunteer
OLDN	WX 1 1508	1	1508	First Bankcard		11/19/2019	(\$5.32)	6249	E 01 010 203 000 000 401	Correction of 10/24/19 charge in error
OLDN	WX 1 1508	1	1508	First Bankcard		11/19/2019	\$10.99	6249	E 01 010 203 000 000 430	Envelopes-Tri I report cards
OLDN	WX 1 1508	1	1508	First Bankcard		11/19/2019	\$16.81	6249	E 01 010 203 000 000 401	Replacement keys-past cumm file cabinets
OLDN	WX 1 1508	1	1508	First Bankcard		11/19/2019	(\$39.99)	6249	E 01 005 108 000 000 455	Refund-Dock station link
OLDN	WX 1 1508	1	1508	First Bankcard		11/19/2019	\$4.29	6249	E 01 010 203 000 000 460	Spanish curriculum-weather activity pack
OLDN	WX 1 1508	1	1508	First Bankcard		11/19/2019	\$17.74	6249	E 01 010 420 000 419 401	Replacement keys-SPED file cabinets
OLDN	WX 1 1508	1	1508	First Bankcard		11/19/2019	\$45.48	6249	E 01 010 420 000 419 433	Fidgets-gears- loop
OLDN	WX 1 1508	1	1508	First Bankcard		11/19/2019	\$45.99	6249	E 01 005 108 000 000 455	Dock station link for Mac computer
OLDN	WX 1 1508	1	1508	First Bankcard		11/19/2019	\$83.92	6249	E 01 005 110 000 000 305	Finance charges
OLDN	WX 1 1508	1	1508	First Bankcard		11/19/2019	\$279.18	6249	E 01 010 203 000 000 369	Archery fieldtrip-Gr 6
OLDN	WX 1 1508	1	1508	First Bankcard		11/19/2019	\$4.00	6249	E 01 010 203 000 000 460	Curriculum-Wax museum biography
OLDN	WX 1 1508	1	1508	First Bankcard		11/19/2019	\$42.95	6249	E 01 010 203 000 000 369	Archery fieldtrip-Gr 6
OLDN	WX 1 1508	1	1508	First Bankcard		11/19/2019	\$6.97	6249	E 01 010 212 000 000 430	Ultra fine black sharpies-Art
OLDN	WX 1 1508	1	1508	First Bankcard		11/19/2019	\$13.27	6249	E 01 010 212 000 000 430	Ultra fine black sharpies-Art
OLDN	WX 1 1508	1	1508	First Bankcard		11/19/2019	\$4.00	6249	E 01 010 212 000 000 430	Yarn needles-Art
OLDN	WX 1 1001	1	1001	Public Employee Retirement Association		11/15/2019	\$2,510.42	6250	B 01 215 017	Payroll Deductions PERA
OLDN	WX 1 1002	1	1002	Teachers Retirement Association		11/15/2019	\$10,112.54	6251	B 01 215 018	Payroll Deductions TRA
OLDN	WX 1 1003	1	1003	Internal Revenue Service		11/15/2019	\$12,507.96	6252	B 01 215 010	Payroll Deductions FICA
OLDN	WX 1 1003	1	1003	Internal Revenue Service		11/15/2019	\$5,858.86	6252	B 01 215 011	Payroll Deductions Fed Tax
OLDN	WX 1 1004	1	1004	MN Department of Revenue Service		11/15/2019	\$2,982.39	6253	B 01 215 013	Payroll Deductions MN Tax
OLDN	WX 1 1128	1	1128	AssociatedBank		11/15/2019	\$350.00	6254	B 01 215 022	Payroll Deductions - HSA
OLDN	WX 1 1417	1	1417	VOYA		11/15/2019	\$1,653.49	6255	B 01 215 021	TSA
OLDN	WX 1 1391	1	1391	Alerus		11/22/2019	\$30.00	6256	E 01 005 110 000 000 305	Alerus cobra
OLDN	WX 1 1064	1	1064	HealthPartners - Group		11/30/2019	\$20,290.09	6288	B 01 215 008	Health/Dental premiums November
OLDN	WX 1 1064	1	1064	HealthPartners - Group		11/30/2019	\$1,619.54	6288	B 01 215 009	Health/Dental premiums November
OLDN	WX 1 1064	1	1064	HealthPartners - Group		11/30/2019	\$14,091.33	6287	B 01 215 008	Health/Dental premiums December
OLDN	WX 1 1064	1	1064	HealthPartners - Group		11/30/2019	\$1,042.28	6287	B 01 215 009	Health/Dental premiums December
OLDN	WX 1 1097	1	1097	Principal Life Insurance Company		11/30/2019	\$1,898.24	6289	B 01 215 007	December Life,ADD,STD premiums
OLDN	WX 1 1441	1	1441	Old National		11/30/2019	\$229.34	6290	E 01 005 110 000 000 305	Service Charge
OLDN	WX 1 1001	1	1001	Public Employee Retirement Association		11/30/2019	\$2,664.91	6291	B 01 215 017	Payroll Deductions PERA
OLDN	WX 1 1002	1	1002	Teachers Retirement Association		11/30/2019	\$9,831.82	6292	B 01 215 018	Payroll Deductions TRA
OLDN	WX 1 1003	1	1003	Internal Revenue Service		11/30/2019	\$12,352.32	6293	B 01 215 010	Payroll Deductions FICA
OLDN	WX 1 1003	1	1003	Internal Revenue Service		11/30/2019	\$5,720.58	6293	B 01 215 011	Payroll Deductions Fed Tax
OLDN	WX 1 1004	1	1004	MN Department of Revenue Service		11/30/2019	\$2,907.75	6294	B 01 215 013	Payroll Deductions MN Tax

WOODBURY LEADERSHIP ACADEMY

Payment Register by Check No.

Payment Date Range: 11/01/2019 - 11/30/2019

Bank	Check No	Ty	Grp Code	Vendor	Date	Amount	Voucher #	Account Code	Description
OLDN	6088	WX	1 1417	AssociatedBank	11/30/2019	\$350.00	6295	B 01 215 022	Payroll Deductions - HSA
OLDN	6079	WX	1 1417	VOYA	11/30/2019	\$1,647.75	6296	B 01 215 021	TSA
				Check Total:		\$124,142.21			
OLDN	6081	CH	1 1547	Andrew Sharp	11/01/2019	\$19.20	6198	E 01 010 640 000 316 366	Reim: RC Seeing the Good in Students
				Check Total:		\$19.20			
OLDN	6080	CH	1 1481	Comcast	11/01/2019	\$393.06	6199	E 01 005 110 000 000 320	Internet service 10/21-11/20/19
				Check Total:		\$393.06			
OLDN	6082	CH	1 1392	Como Park Zoo & Conservatory	11/01/2019	\$300.00	6200	E 01 010 203 000 000 369	Reverse wildlife fieldtrip-Gr 3
				Check Total:		\$300.00			
OLDN	6082	CH	1 1053	Core Knowledge Foundation	11/01/2019	\$21.38	6201	E 01 010 201 000 000 460	Core Knowledge curriculum
OLDN	6082	CH	1 1053	Core Knowledge Foundation	11/01/2019	\$11,159.59	6201	E 01 010 203 000 000 460	Core Knowledge curriculum
OLDN	6082	CH	1 1053	Core Knowledge Foundation	11/01/2019	\$2,557.33	6202	E 01 010 203 000 000 460	Core Knowledge curriculum
				Check Total:		\$13,738.30			
OLDN	6083	CH	1 1054	Integrative Therapy, LLC.	11/01/2019	\$2,865.63	6204	E 01 010 420 000 740 394	OT: 10/7-10/20/19 32.75 hrs @ \$87.50
				Check Total:		\$2,865.63			
OLDN	6084	CH	1 1384	James Baumann	11/01/2019	\$925.00	6203	E 01 005 810 000 000 350	Locker Assembly:9/25-10/15/19 37hrs@\$25
				Check Total:		\$925.00			
OLDN	6085	CH	1 1402	Kathleen Nilles	11/01/2019	\$438.75	6208	E 01 010 420 000 740 394	Psychology:10/14-10/31/19 6.75hrs@\$65
				Check Total:		\$438.75			
OLDN	6086	CH	1 1515	Minnesota Coaches Inc	11/01/2019	\$239.00	6205	E 01 005 760 000 733 360	Fieldtrip busing-Fort Snelling-MS
OLDN	6086	CH	1 1515	Minnesota Coaches Inc	11/01/2019	(\$79.00)	6206	E 01 005 760 000 733 360	Credit-Cancelled Fieldtrip busing
				Check Total:		\$160.00			
OLDN	6087	CH	1 1462	Monarch Bus Service Inc	11/01/2019	\$520.00	6207	E 01 005 760 000 720 360	Busing-technology fee-September
				Check Total:		\$520.00			
OLDN	6088	CH	1 1548	Sara Sampson	11/01/2019	\$229.26	6209	E 01 010 203 000 000 401	Reim: classroom supplies
				Check Total:		\$229.26			
OLDN	6089	CH	1 1241	Sheila Merzer	11/01/2019	\$812.50	6210	E 01 010 408 000 740 394	Autism Spec: 9/11/19 6.5 hrs @ \$125.00
				Check Total:		\$812.50			
OLDN	6090	CH	1 1098	Teachers on Call	11/01/2019	\$884.00	6211	E 01 010 203 000 000 305	GenEd
OLDN	6090	CH	1 1098	Teachers on Call	11/01/2019	\$93.52	6211	E 01 010 420 000 740 307	SPED Sub
OLDN	6090	CH	1 1098	Teachers on Call	11/01/2019	\$663.00	6212	E 01 010 203 000 000 305	GenEd
				Check Total:		\$1,640.52			

WOODBURY LEADERSHIP ACADEMY
Payment Register by Check No.
 Payment Date Range: 11/01/2019 - 11/30/2019

Bank	Check No	Ty	Grp Code	Vendor	Date	Amount	Voucher #	Account Code	Description
OLDN	6091	CH	1 1029	The Home Depot	11/01/2019	\$302.22	6213	E 01 005 810 000 000 401	Janitorial supplies & bathroom supplies
					Check Total:		\$302.22		
OLDN	6092	CH	1 1302	Toshiba Financial Services	11/01/2019	\$319.29	6214	E 01 010 203 000 000 401	Copier excess charges 8/13-9/13/19
					Check Total:		\$319.29		
OLDN	6093	CH	1 1549	WLA PTO	11/01/2019	\$554.20	6215	E 01 005 810 000 000 401	Reimbursement-Window clings
					Check Total:		\$554.20		
OLDN	6094	CH	1 1550	Allport Editions	11/13/2019	\$205.67	6225	E 01 010 203 000 000 460	Handwriting curriculum-3 sets
					Check Total:		\$205.67		
OLDN	6095	CH	1 1536	Benjamin Broderick	11/13/2019	\$161.96	6226	E 01 010 630 000 000 466	Reimbursement-pens & Keyboards
					Check Total:		\$161.96		
OLDN	6096	CH	1 1541	Business Essentials	11/13/2019	\$111.24	6227	E 01 010 203 000 000 430	Colored copy paper
					Check Total:		\$111.24		
OLDN	6097	CH	1 1551	Claudia Quinby	11/13/2019	\$262.82	6228	E 01 010 203 000 000 401	Reimbursement-classroom furnishings
OLDN	6097	CH	1 1551	Claudia Quinby	11/13/2019	\$31.94	6229	E 01 010 420 000 419 401	Rein-positive reinforcement supplies
					Check Total:		\$294.76		
OLDN	6098	CH	1 1509	Collers Architecture LLC	11/13/2019	\$1,018.75	6230	E 01 005 110 000 000 305	Architect -Facilities planning project
					Check Total:		\$1,018.75		
OLDN	6099	CH	1 1461	Gaminos's Cleaning Company LLC	11/13/2019	\$2,995.00	6231	E 01 005 810 000 000 305	Nov cleaning service
					Check Total:		\$2,995.00		
OLDN	6100	CH	1 1054	Integrative Therapy, LLC.	11/13/2019	\$3,631.27	6234	E 01 010 420 000 740 394	OT: 10/21-11/3//19 41.5 hrs @ \$87.50
					Check Total:		\$3,631.27		
OLDN	6101	CH	1 1150	JR Computer Associates	11/13/2019	\$1,200.00	6232	E 01 005 605 000 000 315	Contracted Technology services-Nov
					Check Total:		\$1,200.00		
OLDN	6102	CH	1 1482	Katie Grubisch	11/13/2019	\$63.95	6233	E 04 005 505 000 000 401	Reimbursement-Trunk or Treak candy
OLDN	6102	CH	1 1482	Katie Grubisch	11/13/2019	(\$63.95)	6233	E 04 005 505 000 000 401	Reimbursement-Trunk or Treak candy
					Check Total:		\$0.00		
OLDN	6103	CH	1 1240	Keys to Communication	11/13/2019	\$3,315.00	6235	E 01 010 401 000 740 394	Speech:10/22-11/1/19 37.75hrs@\$85.00
					Check Total:		\$3,315.00		
OLDN	6104	CH	1 1517	Kraus-Anderson Insurance	11/13/2019	\$750.00	6236	E 01 005 105 000 000 305	Administrative consulting services
					Check Total:		\$750.00		
OLDN	6105	CH	1 1251	Kylie Griffith	11/13/2019	\$33.95	6237	E 01 005 107 000 000 401	Reimbursement-Oakdale Showcase supplies
					Check Total:		\$33.95		

WOODBURY LEADERSHIP ACADEMY

Payment Register by Check No.

Payment Date Range: 11/01/2019 - 11/30/2019

Bank	Check No	Ty	Grp Code	Vendor	Pay/Void	Date	Amount	Voucher #	Account Code	Description
OLDN	6106	CH	1 1334	Mary Kelly		11/13/2019	\$3,485.00	6238	E 01 010 420 000 419 303	SPeD Dir:10/1/-10/31/19 41.0hrs@\$85.00
					Check Total:		\$3,485.00			
OLDN	6107	CH	1 1462	Monarch Bus Service Inc		11/13/2019	\$33,670.72	6239	E 01 005 760 000 720 360	Busing contract-Installment 4 of 10
					Check Total:		\$33,670.72			
OLDN	6108	CH	1 1492	Plainview Milk Products Cooperative		11/13/2019	\$208.50	6240	E 01 010 203 000 000 401	Lunch milk - Oct
					Check Total:		\$208.50			
OLDN	6109	CH	1 1233	Reno Mothes		11/13/2019	\$570.00	6241	E 01 010 420 000 740 394	DAPE: 10/3-10/30/19 9.5 hrs @ \$60.00
					Check Total:		\$570.00			
OLDN	6110	CH	1 1241	Sheila Merzer		11/13/2019	\$187.50	6242	E 01 010 408 000 740 394	Autism Specialist:10/28/19 1.5hrs@\$125
					Check Total:		\$187.50			
OLDN	6111	CH	1 1116	Strategic Staffing Solutions		11/13/2019	\$1,596.88	6243	E 01 010 420 000 740 394	Psychology:10/18-10/25/19 18.25hr@\$87.50
OLDN	6111	CH	1 1116	Strategic Staffing Solutions		11/13/2019	\$385.00	6244	E 01 010 411 000 740 394	ASD: 10/18-10/25/19 5.5hrs@\$70.00
OLDN	6111	CH	1 1116	Strategic Staffing Solutions		11/13/2019	\$385.00	6245	E 01 010 402 000 740 394	DD:10/18-10/25/19 5.5hrs@\$70.00
					Check Total:		\$2,366.88			
OLDN	6112	CH	1 1098	Teachers on Call		11/13/2019	\$1,436.50	6246	E 01 010 203 000 000 305	Elementary
OLDN	6112	CH	1 1098	Teachers on Call		11/13/2019	\$165.76	6246	E 01 010 420 000 740 307	SPED Assistant
					Check Total:		\$1,602.26			
OLDN	6113	CH	1 1029	The Home Depot		11/13/2019	\$50.82	6247	E 01 005 810 000 000 401	Janitorial supplies-2 arm grabbers
					Check Total:		\$50.82			
OLDN	6114	CH	1 1015	Amplify Education, Inc.		11/25/2019	\$1,049.76	6257	E 01 010 203 000 000 460	CKLA curriculum-Gr 4
					Check Total:		\$1,049.76			
OLDN	6115	CH	1 1369	BerganKDV Outsourced Services LLC		11/25/2019	\$5,898.00	6258	E 01 005 110 000 000 305	November financial mgnt & acct services
					Check Total:		\$5,898.00			
OLDN	6116	CH	1 1552	Best & Flanagan		11/25/2019	\$48.00	6259	E 01 005 111 000 000 305	Legal services-Oct
					Check Total:		\$48.00			
OLDN	6117	CH	1 1541	Business Essentials		11/25/2019	\$299.70	6260	E 01 010 203 000 000 430	Copy paper
OLDN	6117	CH	1 1541	Business Essentials		11/25/2019	\$31.81	6261	E 01 010 203 000 000 430	Colored copy paper
					Check Total:		\$331.51			
OLDN	6118	CH	1 1489	Green Schools National Network		11/25/2019	\$3,000.00	6262	E 01 005 640 000 316 366	Consulting-staff development
					Check Total:		\$3,000.00			
OLDN	6119	CH	1 1513	Happy Tee's		11/25/2019	\$194.00	6263	E 01 010 203 000 000 401	Dance Club t-shirts
					Check Total:		\$194.00			
OLDN	6120	CH	1 1336	Hennepin Healthcare		11/25/2019	\$760.00	6264	E 01 010 420 000 740 394	Nursing services-Sept

WOODBURY LEADERSHIP ACADEMY

Payment Register by Check No.

Payment Date Range: 11/01/2019 - 11/30/2019

Bank	Check No	Ty	Grp Code	Vendor	Date	Amount	Voucher #	Account Code	Description
OLDN	6120	CH	1 1336	Hennepin Healthcare	11/25/2019	\$145.00	6264	E 01 010 203 000 000 305	Nursing services-Sept
OLDN	6120	CH	1 1336	Hennepin Healthcare	11/25/2019	(\$760.00)	6264	E 01 010 420 000 740 394	Nursing services-Sept
OLDN	6120	CH	1 1336	Hennepin Healthcare	11/25/2019	\$760.00	6264	E 01 010 720 000 000 305	Nursing services-Sept
OLDN	6120	CH	1 1336	Hennepin Healthcare	11/25/2019	(\$145.00)	6264	E 01 010 203 000 000 305	Nursing services-Sept
OLDN	6120	CH	1 1336	Hennepin Healthcare	11/25/2019	\$145.00	6264	E 01 010 420 000 740 394	Nursing services-Sept
				Check Total:		\$905.00			
OLDN	6121	CH	1 1054	Integrative Therapy, LLC.	11/25/2019	\$3,361.47	6265	E 01 010 420 000 740 394	OT: 11/4-11/15/19 38.42 hrs @ \$87.50
				Check Total:		\$3,361.47			
OLDN	6122	CH	1 1482	Katie Grubisch	11/25/2019	\$63.95	6233	E 04 005 505 000 000 401	Reimbursement-Trunk or Treak candy
				Check Total:		\$63.95			
OLDN	6123	CH	1 1240	Keys to Communication	11/25/2019	\$4,292.50	6266	E 01 010 401 000 740 394	Speech:11/5-11/15/19 48.75hrs@\$85.00
				Check Total:		\$4,292.50			
OLDN	6124	CH	1 1515	Minnesota Coaches Inc	11/25/2019	\$663.00	6267	E 01 005 760 000 733 360	Fieldtrip busing-Fort Snelling-Gr 6
OLDN	6124	CH	1 1515	Minnesota Coaches Inc	11/25/2019	(\$71.80)	6268	E 01 005 760 000 733 360	Prl Credit-Fieldtrip busing
OLDN	6124	CH	1 1515	Minnesota Coaches Inc	11/25/2019	\$224.40	6269	E 01 005 760 000 733 360	Fieldtrip -Pine Tree Apple Orchard-K
OLDN	6124	CH	1 1515	Minnesota Coaches Inc	11/25/2019	\$178.50	6270	E 01 005 760 000 733 360	Fieldtrip -Pine Tree Apple Orchard-K
OLDN	6124	CH	1 1515	Minnesota Coaches Inc	11/25/2019	\$4,800.00	6271	E 01 005 760 000 723 360	SpEd busing-October
				Check Total:		\$5,794.10			
OLDN	6125	CH	1 1553	MN Continuing Legal Education	11/25/2019	\$172.50	6272	E 01 010 640 000 316 366	2019 School Law Conference-Griffith
OLDN	6125	CH	1 1553	MN Continuing Legal Education	11/25/2019	\$172.50	6273	E 01 010 640 000 316 366	2019 School Law Conference-Broderick
				Check Total:		\$345.00			
OLDN	6126	CH	1 1462	Monarch Bus Service Inc	11/25/2019	\$520.00	6274	E 01 005 760 000 720 360	Contracted busing-technology fee-October
				Check Total:		\$520.00			
OLDN	6127	CH	1 1542	Mortensen Woodworking LLC	11/25/2019	\$875.00	6275	E 01 005 850 000 000 305	Misc maintenance handyman services
				Check Total:		\$875.00			
OLDN	6128	CH	1 1457	MSB Holdings - Woodbury LLC	11/25/2019	\$43,379.39	6248	E 01 005 850 000 348 370	December Lease
OLDN	6128	CH	1 1457	MSB Holdings - Woodbury LLC	11/25/2019	\$2,851.54	6248	E 01 005 850 000 000 370	Insurance
OLDN	6128	CH	1 1457	MSB Holdings - Woodbury LLC	11/25/2019	\$7,644.38	6248	E 01 005 810 000 000 330	Utilities
OLDN	6128	CH	1 1457	MSB Holdings - Woodbury LLC	11/25/2019	\$209.44	6248	E 01 005 810 000 000 305	Janitorial
OLDN	6128	CH	1 1457	MSB Holdings - Woodbury LLC	11/25/2019	\$3,490.58	6248	E 01 005 810 000 000 350	R&M
OLDN	6128	CH	1 1457	MSB Holdings - Woodbury LLC	11/25/2019	\$13,317.28	6248	E 01 005 850 000 348 370	Taxes
				Check Total:		\$70,892.61			
OLDN	6129	CH	1 1313	Nancy Baumann	11/25/2019	\$24.36	6276	E 01 010 640 000 316 366	Reimbursement-Mileage to airport-CO trip
OLDN	6129	CH	1 1313	Nancy Baumann	11/25/2019	\$126.00	6276	E 01 010 640 000 316 366	Reimbursement-CPR & First Aid training

WOODBURY LEADERSHIP ACADEMY

Payment Register by Check No.

Payment Date Range: 11/01/2019 - 11/30/2019

Bank	Check No	Ty	Grp Code	Vendor	Pay/Void	Date	Amount	Voucher #	Account Code	Description
OLDN	6129	CH	1 1313	Nancy Baumann		11/25/2019	\$5.12	6276	E 01 005 010 000 000 490	Reimbursement-Snacks for BOD meeting
OLDN	6129	CH	1 1313	Nancy Baumann		11/25/2019	\$9.86	6276	E 01 005 110 000 000 401	Reimbursement-Planner for tracking subs
OLDN	6129	CH	1 1313	Nancy Baumann		11/25/2019	\$16.54	6276	E 01 005 810 000 000 401	Reimbursement-Lysol spray
OLDN	6129	CH	1 1313	Nancy Baumann		11/25/2019	\$781.29	6276	E 01 010 203 000 000 401	Rein-Pizzamilk for Pizza Friday
							Check Total:	\$963.17		
OLDN	6130	CH	1 1112	NWEA		11/25/2019	\$5,012.50	6277	E 01 010 203 000 000 461	MAP testing-annual renewal
							Check Total:	\$5,012.50		
OLDN	6131	CH	1 1227	Scholastic		11/25/2019	\$167.64	6278	E 01 010 420 000 419 433	Scholastic News 5/6 & Choices 7/8
							Check Total:	\$167.64		
OLDN	6132	CH	1 1241	Shella Merzer		11/25/2019	\$937.50	6279	E 01 010 411 000 740 394	Autism: 11/4-11/13/19 7.5 hrs @ \$125.00
OLDN	6132	CH	1 1241	Shella Merzer		11/25/2019	(\$937.50)	6279	E 01 010 411 000 740 394	Autism: 11/4-11/13/19 7.5 hrs @ \$125.00
OLDN	6132	CH	1 1241	Shella Merzer		11/25/2019	\$937.50	6279	E 01 010 408 000 740 394	Autism: 11/4-11/13/19 7.5 hrs @ \$125.00
							Check Total:	\$937.50		
OLDN	6133	CH	1 1116	Strategic Staffing Solutions		11/25/2019	\$1,837.50	6280	E 01 010 420 000 740 394	Psychologist:11/1-11/8/19 21.0hrs@\$87.50
OLDN	6133	CH	1 1116	Strategic Staffing Solutions		11/25/2019	\$525.00	6281	E 01 010 402 000 740 394	DD consultant:11/1-11/8/19 7.5hrs@\$70.00
OLDN	6133	CH	1 1116	Strategic Staffing Solutions		11/25/2019	\$70.00	6282	E 01 010 411 000 740 394	ASD consultant: 11/8/19 1.0 hrs @ \$70.00
							Check Total:	\$2,432.50		
OLDN	6134	CH	1 1098	Teachers on Call		11/25/2019	\$221.00	6283	E 01 010 420 000 740 307	SPED Teacher Sub
OLDN	6134	CH	1 1098	Teachers on Call		11/25/2019	\$327.32	6283	E 01 010 420 000 740 307	SPED Para Subs
OLDN	6134	CH	1 1098	Teachers on Call		11/25/2019	\$2,541.50	6283	E 01 010 203 000 000 305	GenEd Subs
OLDN	6134	CH	1 1098	Teachers on Call		11/25/2019	\$327.32	6284	E 01 010 420 000 740 307	SPED Para Subs
OLDN	6134	CH	1 1098	Teachers on Call		11/25/2019	\$221.00	6284	E 01 010 201 000 000 305	Kindergarten
OLDN	6134	CH	1 1098	Teachers on Call		11/25/2019	\$3,425.50	6284	E 01 010 203 000 000 305	GenEd Subs
							Check Total:	\$7,063.64		
OLDN	6135	CH	1 1029	The Home Depot		11/25/2019	\$980.19	6285	E 01 005 810 000 000 401	Janitorial & bathroom supplies
							Check Total:	\$980.19		
OLDN	6136	CH	1 1118	Toshiba Business Solutions, USA		11/25/2019	\$1,288.65	6286	E 01 010 605 000 000 580	Copier leases 12/1-12/31/19
OLDN	6136	CH	1 1118	Toshiba Business Solutions, USA		11/25/2019	\$540.49	6286	E 01 010 203 000 000 401	Copier excess charges
							Check Total:	\$1,829.14		
Bank OLDN Total:								\$320,176.60		
Report Total:								\$320,176.60		

WOODBURY LEADERSHIP ACADEMY

Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
1549	4228	OLDN	CR1119	1549	Credit A	11/05/19		Check 1	1003	SCHOOL DEPOSIT						
														325.50		0.00
										FY20 Milk Sales						
														755.30		0.00
										FY20 Pine Tree Orchard FT						
														310.00		0.00
										FY20 Corno Zoo FT						
														2,350.00		0.00
										FY20 Wolf Ridge FT						
														Receipt Total:	\$3,740.80	\$0.00
														Deposit Total:	\$3,740.80	\$0.00
1550	4228	OLDN	CR1119	1549	Credit A	11/05/19		Check 1	1003	SCHOOL DEPOSIT						
														3,697.55		0.00
										FY20 Friday Pizza Sales						
														Receipt Total:	\$3,697.55	\$0.00
														Deposit Total:	\$3,697.55	\$0.00
1555	4228	OLDN	CR1119	1554	Credit A	11/08/19		Check 1	M	Miscellaneous Customer						
														250.00		0.00
										FY20 First Card rewards						
														Receipt Total:	\$250.00	\$0.00
														Deposit Total:	\$250.00	\$0.00
1556	4228	OLDN	CR1119	1555	Credit A	11/08/19		Check 1	M	Miscellaneous Customer						
														250.00		0.00
										FY20 First Card rewards						
														Receipt Total:	\$250.00	\$0.00
														Deposit Total:	\$250.00	\$0.00
1557	4228	OLDN	CR1119	1556	Credit A	11/08/19		Check 1	m	Miscellaneous Customer						
														250.00		0.00
										FY20 First Card rewards						
														Receipt Total:	\$250.00	\$0.00
														Deposit Total:	\$250.00	\$0.00
1558	4228	OLDN	CR1119	1557	Credit A	11/12/19		Check 1	M	Miscellaneous Customer						
														64.83		0.00
										FY20 Amazon Smile						
														Receipt Total:	\$64.83	\$0.00
														Deposit Total:	\$64.83	\$0.00

WOODBURY LEADERSHIP ACADEMY

Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount		
1559	4228	OLDN	CR1119	1558	Credit A	11/15/19		Check 1	1001	MN DEPT OF EDUCATION				22,529.71		0.00		
						4228	R 01 005 000	000 000 211		FY20 General Education				101,150.03		0.00		
						4228	R 01 005 000	000 740 360		FY20 Special Education				31,755.00		0.00		
						4228	R 01 005 000	000 348 300		FY20 Charter School Lease						0.00		
						Receipt Total:										\$155,434.74		\$0.00
						Deposit Total:										\$155,434.74		\$0.00
1560	4228	OLDN	CR1119	1559	Credit A	11/30/19		Check 1	1006	Old National				468.57		0.00		
						4228	R 01 005 000	000 000 092		FY20 Old National Interest						0.00		
						Receipt Total:										\$468.57		\$0.00
						Deposit Total:										\$468.57		\$0.00
1561	4228	OLDN	CR1119	1560	Credit A	11/26/19		Check 1	M	Miscellaneous Customer				2,815.00		0.00		
						4228	R 01 005 000	200 000 096		FY20 Give to the Max						0.00		
						Receipt Total:										\$2,815.00		\$0.00
						Deposit Total:										\$2,815.00		\$0.00
1562	4228	OLDN	CR1119	1561	Credit A	11/29/19		Check 1	1001	MN DEPT OF EDUCATION				692.95		0.00		
						4228	B 01 121 000			FY19 General Education				34,267.99		0.00		
						4228	R 01 005 000	000 740 360		FY20 Special Education				162,891.37		0.00		
						4228	R 01 005 000	000 348 300		FY20 Charter School Lease						0.00		
						Receipt Total:										\$197,852.31		\$0.00
						Deposit Total:										\$197,852.31		\$0.00
1563	4228	OLDN	CR1119	1562	Credit A	11/25/19		Check 1	1003	SCHOOL DEPOSIT				1,962.84		0.00		
						4228	R 01 005 000	000 000 050		FY20 Friday Pizza Sales - Nov						0.00		
						Receipt Total:										\$1,962.84		\$0.00
						Deposit Total:										\$1,962.84		\$0.00
1564	4228	OLDN	CR1119	1563	Credit A	11/25/19		Check 1	1003	SCHOOL DEPOSIT				318.00		0.00		
						4228	R 01 005 000	000 000 050		FY20 Milk Sales				278.00		0.00		
						4228	R 01 005 000	000 000 050		FY20 Como Zoo - MS						0.00		
						Receipt Total:										\$1,962.84		\$0.00
						Deposit Total:										\$1,962.84		\$0.00

WOODBURY LEADERSHIP ACADEMY

Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Type	St	Receipt Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
1564	4228	OLDN	CR1119													
FY20	School	Deposit														
1563	Credit	A	11/25/19					Check	1	1003				444.00		0.00
			4228	R	01	005	000	200	000	096				FY20 Give to the Max		
			4228	R	01	005	000	000	000	050				FY20 Bwana Archery Field Tri	150.00	0.00
			4228	R	01	005	000	000	000	050				FY20 Como Zoo Field Trip	303.00	0.00
			4228	R	01	005	000	000	000	099				FY20 W/C Audit Premium Refi	4,178.00	0.00
														Receipt Total:	\$5,671.00	\$0.00
														Deposit Total:	\$5,671.00	\$0.00
1565	4228	OLDN	CR1119													
FY20	Give to the Max															
1564	Credit	A	11/12/19					Check	1	M				2.00		0.00
			4228	R	01	005	000	200	000	096				FY20 Give to the Max		
														Receipt Total:	\$2.00	\$0.00
														Receipt Total:	(0.15)	0.00
														Receipt Total:	(\$0.15)	\$0.00
														Deposit Total:	\$1.85	\$0.00
1566	4228	OLDN	CR1119													
FY20	Give to the Max															
1566	Credit	A	11/18/19					Check	1	M				70.00		0.00
			4228	R	01	005	000	200	000	096				FY20 Give to the Max		
														Receipt Total:	\$70.00	\$0.00
														Receipt Total:	(2.02)	0.00
														Receipt Total:	(\$2.02)	\$0.00
														Deposit Total:	\$67.98	\$0.00
FY20	Give to the Max															
1567	Debit	A	11/18/19					Check	1	M						
			4228	E	01	005	110	000	000	305				FY20 Fees		
														Receipt Total:	\$210.00	\$0.00
														Receipt Total:	(7.66)	0.00
														Receipt Total:	(\$7.66)	\$0.00
														Deposit Total:	\$202.34	\$0.00
FY20	Give to the Max															
1568	Credit	A	11/15/19					Check	1	m				210.00		0.00
			4228	R	01	005	000	200	000	096				FY20 Give to the Max		
														Receipt Total:	\$210.00	\$0.00
														Receipt Total:	(7.66)	0.00
														Receipt Total:	(\$7.66)	\$0.00
														Deposit Total:	\$202.34	\$0.00
FY20	Give to the Max															
1569	Debit	A	11/15/19					Check	1	M						
			4228	E	01	005	110	000	000	305				FY20 Fees		
														Receipt Total:	\$372,729.81	\$0.00
														Report Total:	\$372,729.81	\$0.00

WOODBURY LEADERSHIP ACADEMY

Journal Entry Listing

JE Cd	Period	Date	St	Src	Ref	Description	Detail Desc	L	Fd	Org	Pro	Crs	Fin	O/S	Account Description	Debit Amount	Credit Amount
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Meeting: Finance Committee

Date: Thursday, December 12, 2019

Time: 4:30 p.m.

Location: Woodbury Leadership Academy School – 8089 Globe Drive, Woodbury, MN 55125 – Conference Room

Minutes

Meeting Call to Order and Roll Call

Meeting Call to Order by Jolene Skordahl @ 4:39

Members present - Mandi Folks, Dr. Mortensen, Judith Darling, Jolene Skordahl

WLA Mission & Vision – Dr. Mortensen

Mission: The mission of WLA is to utilize leadership based programs and strategies grounded in solid research, combined with the demonstrated success of Core Knowledge curriculum as a basis of a rigorous overall educational program that builds strong skills in math, reading, literature, writing, music, science, and technology.

Vision: The vision of WLA is to be a school where students and graduates become exceptional leaders and are prepared to take on the academic and leadership challenges they will face as they transition into high school.

Development, Discussion, and Recommendations

1. Review of November Financial statements. Judith pointed out that our Literacy Aid came in \$18,000 higher than expected, from the expected \$23K to \$41K.
2. Judith also pointed out that we have not yet been billed for the building improvements made to first floor last summer. Dr. Mortensen will follow through with Shawn Smith at Wildamere to obtain the bills.
3. Significant discussion ensued on the lease
4. Dr. Mortensen will be making a change with custodial services after the 1st of the year, from having a WLA custodial employee, to using a “Day Porter” through our custodial contractor. This change is to increase efficiency and to ensure that WLA has consistent custodial coverage. There is no net expense difference in the two models. (Using our custodial contractor for a Day Porter position, or having a WLA employee in that position.)
5. Discussion ensued regarding the Finance Committee’s fiduciary responsibility in regard to PTO funds. Although we have full trust in our PTO members and officers, we will ask for a copy of their financials on a monthly basis.
6. Judith presented information on a new billing platform that will bring efficiencies to the accounts payable process, for WLA staff members, BergenKDV staff members, as well as vendors. This platform will cost approximately \$150 per month, and can be covered in our current, board approved, working budget.
7. Judith presented information on an electronic “time clock” platform to be utilized by hourly staff members rather than completing hand written time sheets. This system can also be accessed by salaried employees for a variety of tasks. The cost is \$2,000, and again, is within our means in the current, board approved, working budget.

8. We set the next Finance Committee meeting for January 16, 2020 @ 4:30.
9. **Action item:** At this time, the Finance Committee is recommending that the board approve the November financials.

Housekeeping

Next Regularly Scheduled WLA Board of Directors Finance Committee Meeting

Date: January 16, 2020

Time: 4:30

Location: Woodbury Leadership Academy-Conference Room
8089 Globe Drive, Woodbury, MN 55125

Jolene Skordahl Adjourned the meeting @ 5:37



Meeting: Governance Committee

Date: Wednesday, December 10, 2019

Time: 4:30 p.m.

Location: Woodbury Leadership Academy School – 8089 Globe Drive, Woodbury, MN 55125 –
Conference Room

AGENDA

Meeting Call to Order and Roll Call

Meeting Call to Order

Roll Call

WLA Mission & Vision

Mission: The mission of WLA is to utilize leadership based programs and strategies grounded in solid research, combined with the demonstrated success of Core Knowledge curriculum as a basis of a rigorous overall educational program that builds strong skills in math, reading, literature, writing, music, science, and technology.

Vision: The vision of WLA is to be a school where students and graduates become exceptional leaders and are prepared to take on the academic and leadership challenges they will face as they transition into high school.

Development, Discussion, and Recommendations

Extend Leave Policy

Series 100 Update

Housekeeping

Next Regularly Scheduled WLA Board of Directors Finance Committee Meeting

Date: Wednesday, January 8, 2020

Time: 4:30 p.m.

Location: Woodbury Leadership Academy-Conference Room

8089 Globe Drive, Woodbury, MN 55125

Adjournment

WOODBURY LEADERSHIP ACADEMY ANNUAL REPORT 2018-2019

8089 Globe Drive, Woodbury, MN 55125

Telephone: (651) 539-2641

www.wlamn.org

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SCHOOL INFORMATION This report provides the Minnesota Department of Education, our school's authorizer, Volunteers of America, parents/families of Woodbury Leadership Academy (WLA), and the general public with information describing the progress of WLA and its students.

- Official School Name: Woodbury Leadership Academy, MN School District Number: 4228
- School Address: 8089 Globe Drive, Woodbury, MN 55125
- School Phone Number: 651-539-2641
- Website: www.wlamn.org
- Executive Director: Dr. Kathleen Mortensen
- Year Opened: 2014
- Grades Served: K-8
- School Hours: 9:20 AM – 3:50 PM
- School Days: 172 student contact days per year

Woodbury Leadership Academy Mission: The mission of WLA is to utilize leadership based programs and strategies grounded in solid research, combined with the demonstrated success of Core Knowledge curriculum as a basis of a rigorous overall educational program that builds strong skills in math, reading, literature, writing, music, science and technology.

Woodbury Leadership Academy Vision: The vision of WLA is to be a school where students and graduates become exceptional leaders, and are prepared to take on the academic and leadership challenges they will face as they transition into high school.

Woodbury Leadership Academy's Authorizer: Volunteers of America - 7625 Metro Blvd, Edina, MN
Contact: Stephanie Olsen, Senior Manager, solsen@voamn.org Phone: 612-270-1998

WLA is a tuition-free charter elementary and middle school which served 388 students during the 2018-2019 school year. Our primary goal is to work in partnership with families from Woodbury and the surrounding communities who wish to participate as full partners, in the education of their children in a rigorous educational environment that fosters student success. WLA ensures academic success through rigorous curriculum standards, while setting high expectations for students. We also implement a strong character education program to ensure students develop exceptional leadership skills and are well rounded in all areas, social and academic, and prepared for high school and beyond. At WLA we are committed to delivering curriculum with passion via dedicated teachers who work in partnership with families to ensure the success of every student. Furthermore, the Core Knowledge curriculum used by WLA covers and/or exceeds the Minnesota State Academic Standards for grades K-8. The Core Knowledge Sequence is currently being used successfully in schools throughout the United States to empower students to excel, and with great success and proven results!

STUDENT ENROLLMENT & DEMOGRAPHICS WLA served 389 students during the 2018-2019 school year. The Special Education population was 10.5%, based on child count. LEP 4.3%, Free/Reduced Priced Lunch 8.2%, Asian 33%, Black 25%, White 36%, Hispanic 5%, American Indian 1%.

ADMISSION Woodbury Leadership Academy Admissions Policy states that once a student has accepted a space in the school, sibling preference applies for other siblings in that family. Preference is given to

staff member children who have completed an application. Students admitted to Woodbury Leadership Academy are placed in the appropriate grade based on their age and previous schooling. Woodbury Leadership Academy does not accept a student for kindergarten unless they are at least five years old by September 1st of the school year in which they start kindergarten. The Board of Directors Adopted Enrollment Policy #538 on August 12, 2014, and it can be found on the WLA website as a part of the policy manual. Woodbury Leadership Academy follows Minnesota Statutes 124D.10 (Subd. 9) in its enrollment practices. The text of the law is provided below. "A charter school may limit admission to:

1. Pupils within an age group or grade level;
2. Pupils who are eligible to participate in the graduation incentives program under section 124D.68; or
3. Residents of a specific geographic area in which the school is located when the majority of students served by the school are members of underserved populations.

A charter school shall enroll an eligible pupil who submits a timely application, unless the number of applications exceeds the capacity of a program, class, grade level, or building. In this case, pupils must be accepted by lot. The charter school must develop and publish a lottery policy and process that it must use when accepting pupils by lot. A charter school shall give enrollment preference to a sibling of an enrolled pupil and to a foster child of that pupil's parents and may give preference for enrolling children of the school's staff before accepting other pupils by lot. A charter school may not limit admission to pupils on the basis of intellectual ability, measures of achievement or aptitude, or athletic ability and may not establish any criteria or requirements for admission that are inconsistent with this subdivision. The charter school shall not distribute any services or goods of value to students, parents, or guardians as an inducement, term, or condition of enrolling a student in a charter school. Woodbury Leadership Academy does not discriminate based on age, gender, ethnicity, economic status, religion or services needed."

STAFFING

I. Certified Teaching Staff

<u>Grade/Subject</u>	<u>Name</u>	<u>MN License #</u>
K	Purinton, Monica	427868
K	Barthel, Ashley	470375
K	Engelsgjerd, Megan	471480
1	Nelson, Katie	491524
1	George, Claudia	486696
1	Nightingale, Donna	0456089
2	Cappelen, Kelly	473005
2	Cafferty, Claire	468950
2	Lautenbach, Colleen	0507454
3	Koerner, Ashlee	499012
3	Grubisch, Katie	0491404
3	Iwasko, Alex	498823
4	Walsh, Megan	499519
4	Schrandt, Casidee	492200

4	Rolston, Steffani	0491691
5	Lehne, Chris	0395721
5	Stevenson, Dan	0501592
6	Erickson, Jessica	425129
7	Lombardi, Amy	0414127
8	Owens, John	0511928
Special Education	Langer, Emma	0510701
Special Education	Wallisch, Taylor	0510460
Special Education	Quinby, Claudia	0365229
Music	Trites, Elizabeth	505807
Physical Education	Skordahl, Jolene	338977
Spanish	Alvarado, Lorena	500471
Executive Director	Mortensen, Kathleen	323303
Dean of Students	Griffith, Kylie	0485453

II. Non-Certified Staff

<u>Position</u>	<u>Name</u>
Office Staff	Baumann, Nancy
	Cahlander, Amy
	Owens, Jenny
Educational Assistants	Balamurugan, Bharti
	Bedard, Nic
	Chapeau, Allison
	Graff, Jessica
	Lock, Steve
	Schlattman, Shanessa
	Youngblood, Allison
Custodian	Zins, Kyle

GOVERNANCE AND MANAGEMENT Woodbury Leadership Academy's Board of Directors decides and is responsible for policy matters related to the operation of the school, including budgeting, curriculum programming, personnel, and operating procedures. The board is designed to be comprised of up to 3 parents, 3 teachers, and 3 community members. The Board meets at least once monthly and adopts policies and practices that, at a minimum: carry out the school's mission and goals, evaluate the execution of charter contract goals and commitments, evaluate student achievement, postsecondary and workforce readiness, and student engagement and connection goals, establish a teacher evaluation process under section 124E.03, subdivision 2, paragraph (h); and provide professional development related to the individual's job responsibilities.

2018-2019 Board Members:

Mandi Folks	Parent	Board Chair	mfolks@wlamn.org	1/1/17
Romana Krejci	Parent	Treasurer	rkrejci@wlamn.org	1/2019

Jason Livingston	Parent		jlivingston@wlamn.org	10/2017
Shannon Kelly	Community Member		skelly@wlamn.org	4/2018
Jess Erickson	Teacher		jerickson@wlamn.org	1/1/17
Jolene Skordahl	Teacher		jskordahl@wlamn.org	8/2017
Claudia George	Teacher		cgeorge@wlamn.org	8/2017
Kathleen Mortensen	Executive Director	Ex-Officio	kmortensen@wlamn.org	

Board Training: The board was in compliance with requirements, and all members had completed the required trainings related to board member roles and responsibilities, employment policies and practices, and financial management. All members participated in trainings regarding Open Meeting Law requirements as well. The trainings were conducted by the Minnesota Association of Charter Schools, Volunteers of America, and Booth Law Group. Whenever new board members are first seated, Woodbury Leadership Academy immediately works to provide training as soon as possible, and often times this training can be completed within 60-90 days of being seated. A Board Binder is provided to all members.

Management: The Woodbury Leadership Academy Executive Director oversees the day-to-day operation of WLA, including: executing Board policies; supervising and evaluating licensed teachers and administrative staff; managing business and fiscal operations; acting as WLA's instructional leader; and ensuring students achieve expected educational program outcomes.

ACADEMIC PERFORMANCE WLA's academic philosophy is based upon The Core Knowledge Sequence developed by The Core Knowledge Foundation. The Core Knowledge Sequence is defined as "a detailed outline of specific content and skills to be taught in language arts, history, geography, mathematics, science, and the fine arts. As the core of a school's curriculum, it provides a coherent, content specific foundation of learning, while allowing flexibility to meet local needs." (Core Knowledge website) The Core Knowledge Sequence is the result of research into the content and structure of the highest performing elementary education systems around the world, as well as extensive consensus building among diverse groups and interests, including parents, teachers, scientists, professional curriculum organizations, and experts from The Core Knowledge Advisory Board on Multicultural Traditions. The Core Knowledge Sequence is recognized as an effective whole school model, being one of the 33 whole-school models recognized by the U.S. Education Department as high quality and determined to be effective through research. WLA's educational program also includes "Amplify" (CKLA program), Reading A-Z, and some levels of Saxon Math. WLA's curriculum includes language arts (reading, writing, grammar and usage, drama, poetry, fiction, nonfiction, speeches, sayings, and phrases), world and American history, geography, science (life, earth, and physical), mathematics, visual arts, and music. The Core Knowledge Sequence is supported by specific curricular resources.

WLA is a data-driven institution committed to rigorous and ambitious state and national test standards. As a data-driven organization, our school's approach to assessment is fully aligned with the goals and objectives of the NWEA MAP. WLA has an accountability plan that includes goals based on the Minnesota Comprehensive Assessment, and for special needs students, the Minnesota Comprehensive

Assessment – Modified, as well as Northwest Evaluation Association (NWEA) Measures of Academic Progress (MAP). Students attending WLA are assessed in each of the core academic skill areas using a range of valid and reliable methods, including, but not limited to, formative and summative assessments, criterion reference tests and assessments, homework, teacher observations, student project presentations, oral reports and standardized tests. Assessment data is used throughout the educational process to inform and assist students, parents, teachers, and administrators. Assessment data is used immediately in the classroom through differentiated instruction to ensure that each student is being taught at his or her level. Scores are used, along with additional comparative data, to place students at appropriate levels in math and language arts.

WLA's Academic Performance Student Achievement Successes/Challenges: WLA has continued to keep a low teacher to student ratio, and instruction is differentiated in the classroom including a means for acceleration. Through the PLC process teachers use data and formative/summative assessments to determine areas of student strength, weakness, and growth. Parents continually comment and applaud not only the teaching strategies that are used, but also the curriculum that was selected – the Core Knowledge Curriculum and Saxon Math Curriculum meet the needs of students at all levels, but specifically engage students in higher levels of thinking. Some of the challenges related to student achievement has been fully implementing the intended curriculum with fidelity, and implementing the Responsive Classroom.

Data: According to 2018 Fall MAP data, in both reading and math, WLA students scored above average.

Gr 2	58 students	Math	71	Reading	56
Gr 3	54 students	Math	58	Reading	61
Gr 4	60 students	Math	78	Reading	86
Gr 5	32 students	Math	69	Reading	69
Gr 6	20 students	Math	75	Reading	66
Gr 7	14 students	Math	50	Reading	50
Gr 8	6 students	Math	<u>50</u>	Reading	<u>50</u>
			68%		67%

Increased Learning Opportunities: As indicated above, the Core Knowledge Curriculum is the cornerstone of WLA. This comprehensive curriculum includes literature, science, math, art history, and music. Additionally, students received 90 minutes of instruction weekly from certified specialists in the areas of music, Spanish, and physical education. WLA has met the goal of having an integrated hands-on approach by hosting science fairs, and hosting parent experts. The school addresses the leadership component through the use of a modified approach to Responsive Classroom in conjunction with a Core Values curriculum. Teacher standards and teaching objectives include specific learning goals related to leadership development. Enrichment opportunities are available to students such as soccer club, karate club, golf club, art clubs, science club, Lego club, band, and student council. These opportunities are based on student demand. The leadership data is that the school has monthly all school assemblies that

focus on a different core values. Assemblies are student developed and led, and the assemblies are published on the school calendar every year – allowing parents and family members to attend.

Academic Performance WLA's Academic Performance Encourage Varied and Innovate Teaching Methods Successes/Challenges: WLA has met the goal of integrating technology in the classroom. Each classroom is equipped with an interactive SMARTBoard and these are used daily by the teachers and are fully integrated as a part of the Core Knowledge Curriculum. Students have access to iPads and laptops as a part of the curriculum and for testing. Technology skills are listed on the report card. The technology helps to allow individualization of the curriculum and since some components of the Core Knowledge Curriculum are online, students are able to work ahead as needed. The challenges are to have all teachers use technology that is embedded in the curriculum and instruction.

Data: The school owns a SMARTBoard for each classroom, 4 classroom sets of laptops, a computer lab, and 2 iPad carts.

Measure Outcome/Provide Accountability Successes/Challenges: Students have completed the NWEA MAP test in grades 2-8, in both the fall and spring. Grade 1 completed the assessment in the spring, but not the fall. This consistency in testing has allowed for usable data to not only determine individual student learning needs, but for further development of teacher skill. MAP tests results are shared with parents at conferences. Parent surveys have been issued and completed. Report cards are standards-based and align with the curriculum and state academic standards. Some of the challenges have been to impress upon the whole teaching staff, the importance of using data to inform instructional practices.

WLA's School Accountability Goals Accountability Goal 1 (MCA Reading Goal) State the Full Goal: Three Year Goal: The students enrolled in grades 3-7 will show 75 percent baseline proficiency in MCA reading scores for the first year, with a 3 percent increase in proficiency in the following 2 years for the same grades. Progress toward achievement of goal: 2016 MCA Reading Proficiency = 75% (goal was met) 2017 MCA Reading Proficiency = 67.0% (goal was not met) 2018 MCA Reading Proficiency = 74% (goal was not met) 2019 MCA Reading Proficiency = 54% (goal was not met) Although the MCA Reading Proficiency Goal was not met, the NWEA MAP scores relate a very different story. The low MCA scores have been attributed to a poor testing environment where some students raced through assessments undeterred. We do know that some students who scored below 50% on the MCA's, actually scored dramatically different on the NWEA MAP tests, such as scoring over 80%. When WLA called MDE to report the problem, we were told that there was nothing we could do about it. (such as having some students re-test, or having some scores omitted)

Academic Performance WLA's School Accountability Goals Describe the evaluation activities, measurement tools and relevant data used to measure results and gauge success: At WLA we used formative and summative assessments, along with a PLC process where we looked at data to inform instruction. We also worked at improving teacher's abilities to individualize instruction.

Accountability Goal 2 (MCA Math Goal) State the Full Goal: Three Year Goal: The students enrolled in grades 3-7 will show 77 percent baseline proficiency in MCA math scores for the first year, with a 3 percent increase in proficiency in the following 2 years for the same grades. Progress toward achievement of goal: 2016 MCA Math Proficiency = 75% (goal was not met) 2017 MCA Math Proficiency

= 67.0% (goal was not met) 2018 MCA Math Proficiency = 70% (goal was not met) 2019 MCA Math Proficiency = 58% (goal was not met) As mentioned previously, although the MCA Math Proficiency Goal was not met, the NWEA MAP scores related a different story.

Academic Performance WLA's School Accountability Goals Describe the evaluation activities, measurement tools and relevant data used to measure results and gauge success: At WLA we used formative and summative assessments, along with a PLC process where we looked at data to inform instruction. We also worked at improving teacher's abilities to individualize instruction. Accountability

Goal 3 (NWEA Assessment Goal for Reading) State the Full Goal: Three Year Goal: WLA students in grades 3-7 will show an average that exceeds the national norm in reading based on the NWEA MAP testing. Progress toward achievement of this ongoing goal from the fall of 2017 to the fall of 2018 is listed below. All grade level reading scores exceed the national average, except for grade 7 that meets the national average.

Accountability Goal 4 (NWEA Assessment Goal for Math) State the Full Goal: Three Year Goal: WLA students in grades 3-7 will show an average that exceeds the national norm in math based on the NWEA MAP testing. Progress toward achievement of this ongoing goal from the fall of 2017 to the fall of 2018 is listed below. All grade level math scores exceed the national average, except for grade 7 that meets the national average.

	2018 MATH	2018 READING	2017 MATH	2017 READING
GRADE 2	70.3%	55.3%	83.6%	81.1%
GRADE 3	58%	61%	72.9%	78.3%
GRADE 4	78%	86.3%	88%	80%
GRADE 5	69%	69%	81.4%	81.4%
GRADE 6	75%	66%	75%	66%
GRADE 7	50%	50%		

OPERATIONAL PERFORMANCE All state and federal taxes, pensions, and insurances were paid as required. The financial audit was completed on time and submitted to the state by the required deadline. The 2018-2019 audit was filed on time and was presented to the school board.

Facility and Grounds: WLA leased space from the MSB Holdings – Woodbury, LLC. WLA met or exceeded all necessary building and content insurance as per state statute. The building and grounds maintenance was managed by MSB Holdings – Woodbury, LLC.

Due Process and Privacy Rights: The WLA Parent – Student Handbook outlined the disciplinary procedures for students. The handbook is updated yearly.

Employment: The procedures for hiring include defining staffing needs, reviewing or developing job descriptions if a new position, posting the openings, and interviewing. References are checked and the candidate meets with the director to learn more about the employment terms and benefits. New employees meet with the office manager upon hiring to fill out all forms and review employment policies and procedures. All new employees undergo background checks upon hiring. All school board members and volunteers also undergo background checks upon beginning service at WLA.

Food Service: For the 2018-2019 school year, WLA did not use any contracted food service programs.

Transportation: Students that reside in the ISD 622 school district receive transportation via bus at no cost. All other families are required to provide their student's transportation to school.

Operational Performance WLA's Authorizer: Volunteers of America of Minnesota (VOA) is committed to fulfilling its role as a charter school authorizer by holding Woodbury Leadership Academy (WLA) accountable for a range of results. The accountability system is based on clear reporting by WLA and oversight by the authorizer. Through a combination of site visits, board meeting packets, annual reports, and Annual School Evaluations, VOA upholds its legal obligation to make sure WLA is reaching (or making adequate progress toward) the goals and benchmarks outlined in its charter contract and Minnesota statute. This collective body of evidence will also form the basis for contract renewal decisions. VOA uses a standard charter contract with unique school-specific terms that capture different approaches to achieving student success. The individuality of each school will be preserved in the Accountability Plan and self-reporting on the results of its respective outcomes. Reporting on school outcomes will take place annually, with contents listed in the Annual Reporting Format section. VOA uses the Annual School Evaluation Rubric to assess schools. In a consistent manner, while still factoring in the schools' respective mission-specific goals through the Accountability Plan. VOA will report its findings to the school's leader and board and encourage constructive dialogue on continuous improvement efforts. One of the most important ways VOA gathers information about the schools it authorizes is through on-site visits. Site visits allow the authorizer to observe the school in action firsthand, hear directly from all key stakeholders, and corroborate school-reported information and data. VOA conducts three different types of site visits: Formal, End of Term, and Monitoring. The Formal and End of Term site visits will follow a more structured protocol, and will produce written and oral feedback to the school staff and board. VOA will also make informal monitoring visits to schools for follow-up oversight, special events, and check-ins.

INNOVATIVE PRACTICES Parental and community involvement are crucial to the success of Woodbury Leadership Academy. WLA recognizes that it is only as strong as its supporters, and has made parental and community involvement a key piece of the school's mission. WLA has a parent team whom solicit parent involvement and match parents with teacher and student needs. Teachers work with the surrounding communities to address one of WLA's core goals of leadership. Students participated in several service projects, such as a gift drive during the holiday for the Children's Hospital, Feed My Starving Children, the Leukemia Foundation, and other causes. Core Virtues: WLA operates using a core virtues curriculum that focused on the development of strong, ethical, caring, and loving global leaders. Monthly assemblies are held where students celebrate accomplishments and learn a virtue of the month. Staff extend this learning into the classroom and make connections between home and school for additional emphasis, understanding and involvement.

FINANCES The year-end financial report is attached herein. Questions regarding Fiscal Year 2019 school finances contact Beltz, Kes, Darling & Associates: Judith Darling, Senior Financial Manager/Partner 651-463-2233, Ext. 202 jdarling@bkda.org

WOODBURY LEADERSHIP ACADEMY
2018-19 World's Best Workforce
Report Summary

8089 Globe Drive
Woodbury, MN
Telephone: (651) 539-2641
www.wlamn.org

District or Charter Name: Woodbury Leadership Academy

Grades Served: K-8

Contact Person Name and Position: Kathleen Mortensen, Executive Director

1. Stakeholder Engagement

1a. Annual Report

www.wlamn.org

1b. Annual Public Meeting

July 26, 2018

1c. District Advisory Committee

District Advisory Committee Member	Role in District
Ro Krejci	Parent
Mandi Folks	Parent
Jason Livingston	Parent
Mary Kelly	Community
Jess Erickson	Teacher
Claudia George	Teacher
Jolene Skordahl	Teacher
Mary Kelly	Special Education Director
Nancy Baumann	Support Staff
Not applicable (grades K-8)	Students

2. Goals and Results

2a. All Students Ready for School

Goal	Result	Goal Status
We are not a pre-K setting, thus we do not offer programming to ensure that students are prepared to begin kindergarten.	Per our enrollment policy all students that are age 5 by September 1 st of the year they wish to begin kindergarten, are admitted.	Goal not applicable

2b. All Students in Third Grade Achieving Grade-Level Literacy

Goal	Result	Goal Status
Using Reading A-Z, and Core Knowledge Amplify curriculum, 85% of all 3 rd students will be at grade level by the end of 3 rd grade, as measured by NWEA MAP scores.	By the end of 3 rd grade, NWEA MAP scores demonstrated that 61% of students met or exceeded grade level literacy skills.	Goal Not Met

2c. Close Achievement Gap(s) Among All Groups

Goal	Result	Goal Status
<ol style="list-style-type: none"> In order to close the achievement gap, WLA students in grades 2-8 will demonstrate above average, according to NWEA MAP scores, in both reading and math. (The percent is based on the total of building scores averaged together.) In order to close the achievement gap, students in grades 3-8 will score an average of 75% (or above) as measured by year end MCA scores, in the areas of math and reading 	<ol style="list-style-type: none"> Students demonstrated an average of 68% in math and 67% in reading across grade levels. Growth that met or exceeded national averages is as follows per grade level: MATH GR 2 = 71% GR 3 = 58% GR 4 = 78% GR 5 = 69% GR 6 = 75% GR 7 = 50% GR 8 = 50% TOTAL AVERAGE = 68% READING 	<ol style="list-style-type: none"> Goal met in math and reading. Goal not met in math or reading.

	<p>GR 2 = 56%</p> <p>GR 3 = 61%</p> <p>GR 4 = 86%</p> <p>GR 5 = 69%</p> <p>GR 6 = 66%</p> <p>GR 7 = 50%</p> <p>GR 8 = 50%</p> <p>TOTAL AVERAGE = 67%</p> <p>2. Students in grades 3-8 scored an average of 58% in math, and an average again, of 54% in reading, as measured by year-end MCA scores.</p> <p>MATH</p> <p>GR 3 = 62%</p> <p>GR 4 = 69%</p> <p>GR 5 = 40%</p> <p>GR 6 = 37%</p> <p>GR & = 29%</p> <p>GR 8 = 33%</p> <p>READING</p> <p>GR 3 = 47%</p> <p>GR 4 = 56%</p> <p>GR 5 = 67%</p> <p>GR 6 = 25%</p> <p>GR 7 = 36%</p> <p>GR 8 = 33%</p>	
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2d. All Students Career- and College-Ready by Graduation

Goal	Result	Goal Status
Not applicable to a K-8 setting.		

2e. All Students Graduate

Goal	Result	Goal Status
Not applicable to a K-8 setting.		

3. Identified Needs Based on Data

Data that was reviewed to determine district needs when setting goals included data from the previous year's NWEA MAP scores, and MCA results. The areas of reading and math were the primary focus. Additional data included reviewing "Reading A-Z", "Amplify" (CKLA curriculum) Saxon math, and other math curriculums.

4. Systems, Strategies and Support Category

4a. Students

WLA is a data-driven institution committed to rigorous and ambitious state and national test standards. As a data driven organization. WLA has an accountability plan that includes goals based on the MCA's as well as NWEA MAPs. Students attending WLA are assessed in each of the core academic skill areas using a range of methods. Assessment data is used throughout the educational process to inform and assist students, parents, teachers, and administrators. Assessment data is used immediately in the classroom through differentiated instruction to ensure that each student is being taught at his or her level. Scores are used, along with additional comparative data, to place students at appropriate levels in math and language arts.

4b. Teachers and Principals

Systems used to review and evaluate the effectiveness of instruction and curriculum are:

- Professional Learning Communities that meet weekly
- Data-Driven Instruction procedures that are reviewed monthly
- Curriculum team meetings which review and develop content

Teacher and principal evaluations are completed according to statute.

- Teachers are observed between 1-3 times per year

- The principal is reviewed once.

4c. District

District practices around high-quality instruction and rigorous curriculum include

Technology - WLA integrates technology in the classroom. Each classroom is equipped with an interactive SMARTBoard and these are used daily by the teachers and are fully integrated as a part of the Core Knowledge Curriculum. Students use iPads and laptops as a part of the curriculum and for testing. Technology skills are listed on the report card. The technology helps to allow individualization of the curriculum and since the Core Knowledge Curriculum is online students are able to work ahead as needed. Data: The school owns a SMARTBoard for each classroom, 4 classroom sets of laptops, a computer lab, and 2 iPad carts.

Collaborative professional culture - WLA has continued to keep a low teacher to student ratio, and instruction is differentiated in the classroom. Through the PLC process teachers use data and formative/summative assessments to determine areas of student strength, weakness, and growth. Parents continually comment and applaud not only the teaching strategies that are used, but also the curriculum that was selected – the Core Knowledge Curriculum and Saxon Math Curriculum meet the needs of students at all levels, but specifically engage students in higher levels of thinking.

5. Equitable Access to Excellent Teachers

What is the District process to examine the distribution of experienced, effective and in-field teachers across the district? Include how the district reviews data to examine the equitable distribution of teachers. What strategies

used to improve students' equitable access to experienced, effective and in-field teachers.

All teachers hired for the 2018-19 school year presented applicable licenses for the areas in which they would be teaching. Positions were advertised on the website and on Edpost. Interviews were conducted, with references checked. Prior to hiring an individual, a background check was conducted and their license verified. Upon starting employment, they were mentored by a team teacher, and supported throughout the year during PLCs.