



World Learner School Board Meeting Agenda January 30, 2017

1. Call to Order – 6:00 pm
2. Roll Call/Quorum Confirmed Present- Tina Lyder, Amy Mittlestadt, Patti Quinn, Beth Wilson, Jody Luck, Eva Maher, Michelle Strain
Absent- Brian Hansen, Danielle Wishard Tudor
Non-Members Present- Deana Siekmann and Dan Jett
3. Student Presentation – Annika gave a presentation on a book about Egypt that she created, and Cash presented the stamp game.
4. Community Forum (Procedures are contained on Community Forum Participation Cards, available at the meeting)

No Forum this month.
5. Charter School University Book Study guided by Dan Jett – none this month
6. Approval of Agenda and Declaration of Conflicts of Interest
A motion to approve the Agenda was made by Eva and seconded by Jody. The motion passed unanimously after no discussion.
7. Approval of Consent Agenda: Consent agenda items are considered routine in nature and will be voted upon with a single motion; however, by request from an individual school board member, individual items on the Consent Agenda may be removed from it for independent consideration.
 - A. Minutes of 1.9.17 -
 - B. Fundraising and Donation records –
 - C. Fundraising Permissions & Grants – Art to Remember

A motion to approve the Consent Agenda was made by Jody and seconded by Eva. The motion passed unanimously with no discussion.

8. Information/Discussion
 - A. Board Training Activities – Requirements and Plans for FY17
 - i. Book Study:
 - ii. Required – Employment 3.4.17 9 am – 12 noon
Financial 11.21.16 with Sandy Schmidt (DWT, BH, EM still need)
Governance – Ongoing Charter School University with Dan Jett
 - iii. Other options –
 - B. ACNW Contract Revision –
Deana presented the new version of the ACNW Contract to the board and changes between the old and the new contract were pointed out.
Patti asked at what point the contract would go into effect, which will be immediately. The motion passed unanimously.
 - C. WLS Annual Meeting –
The meeting has been announced in the local newspaper, on the WLS website, and in the WLS newsletter. We are currently in need of a teacher and two parents to run and need to actively recruit. Patti reviewed the Annual Meeting planning sheet with the board. Patti asked about bi-law review before the meeting, and Deana will send those out to everyone to look at.
 - D. Director Mid-Year Evaluation –
Dan Jett reviewed the process of the Director Mid-Year Evaluation with the board. This is an opportunity for the board to access the Director's progress through her goals and to give feedback or redirection if they wish.
 - E. Big Fish Digital Works Marketing Summary –
In September, we engaged in a three-month trial with SWNews Media for marketing the school in an on-line marketing site. Deana shared the results of the WLS advertising- there was an above

average click-through rate according to SWNews, but WLS has not received any personal contact due to the marketing. WLS spent \$600 dollars on the three-month trial, which included 75,000 impressions.

9. Reports

A. Director's Report

- i. Monthly Enrollment Report – current enrollment is 209
- ii. Upcoming Events – Hooked on Books event on Saturday, February 11th from 8 to noon at the Chanhassen High School. The actual event begins at 9am. The school is in need for volunteers to work the shifts. Deana will prepare WLS fliers to hand out to visitors to the booth.
Upper Elem Info Meeting on February 23rd
Middle School Info Meeting on March 9th
Shindig on March 18th
Annual Meeting is on March 21st
- iii. Other information –
Deana is reinstating the Academic Dashboard as a way to track what is happening at WLS. Deana also formed a Student Council made up of Upper Elem students- they planned Student Choice Week activities and a very successful food drive.
Deana presented a legislative update, as shared by MACs, which may affect school funding.

B. Committee Reports

- i. Finance Committee
 - a. Finance Report December –
Jody Luck presented the Finance Report for the month of December. Items continue to be off due to payments being made due to the fall flooding of the school. Cash flow is healthy, and the committee continues to monitor the CDARs. Conversation is happening at the committee level concerning the viability of the Before and After Care Program. The Food Service may soon be running negative due to Free and Reduced lunches.
 - b. FY17 Budget Update –
Deana presented the revised budget for FY17 to the board. The budget was based off of an enrollment of 216, and that was decreased to 210. There were some salary changes, along with changes to Net Operating Income. A more accurate amount was budgeted to Food Service, and we will be running below our projected budget for the BAC program. WLS needs to maintain a 30% fund balance- currently running at 38%.

A motion to approve the FY17 Revised Budget was made by and seconded by. The motion
 - c. FY18 Budget Update -
Deana presented a preliminary budget for the FY18. It is still unknown what the state funding will be. The enrollment projections show 216 students. Deana shared two models of staff salary increases: one using COLA and the other using the Steps and Lanes table. A decision on a salary scale will need to happen in the near future, and there was much discussion about what that scale might look like.
The board asked Sandy Schmidt to put together several scenarios

10. Action Items

- A. Financial Report for December 2016 –
A motion to approve the Financial Report was made by Michelle and seconded by Tina. The motion passed unanimously after no discussion.
- B. Personnel Employment Agreements – Michelle Darsow, Ellen Cummins, Shaye Sutherland, Julie Johnson
A motion to approve the Personnel Employment Agreements was made by Amy and seconded by Jody. The motion passed unanimously after no discussion.
- C. Leave of Absence Request – Ann Decker
A motion to approve the Leave of Absence Request for the duration of six weeks was made by Eva and seconded by Amy. The motion passed unanimously after no discussion.
- D. Policies: First Reading –

E. Policies: Second Reading - 511 Data Practices, 520 Fundraising, 521 Financial and Cash Management

A motion to approve the Second Reading was made by Eva and seconded by Jody. The motion passed after no discussion. Tina abstained.

F. Policies: Deletion

G. FY17 Revised Budget

Jody motioned to approve the FY17 revised budget and Eva seconded. The motion passed unanimously after no discussion.

H. WLS FY18 and FY19 Calendars

A motion to approve the was made by Jody and seconded by Amy.

Michelle mentioned that South West Christian High School has it in their policy to have two full weeks for the winter break to honor their family's time together. Michelle wanted WLS to have a deliberate reason, such as SWC has, rather than taking off a day here and there. What are WLS's values? There are more than 14 days in the WLS contact hours over the required amount determined by the state statute.

The motion failed unanimously.

A new motion to adjust the 18-21 on the FY18 and 2-4 on the FY19 calendars, in keeping with our whole child philosophy and prioritization of family time, was made by Amy and seconded by Tina. After no further discussion, the motion passed unanimously.

I. WLS 990

A motion to approve the WLS 990 was made by Jody and seconded by Michelle. The motion passed after no discussion. Eva abstained.

J. Resolution to Cease Bond Rating

Deana gave a brief explanation of the current WLS Bond Rating and why it is part of WLS's Bond issue. Due to circumstances at the state level, WLS will be gaining a negative bond rating in the near future. Dick Ward contacted the WLS Bond Holders, and it has been determined that it would be to the benefit of WLS to cease having a bond rating as its bond is held by a single investment group.

A motion to accept the Resolution to Cease the Bond Rating was made by Michelle and seconded by Jody. The motion passed with Eva abstaining.

11. Motion to Close the meeting Pursuant to 13D.05 Subd. 2(b) and 13D.05, Subds. (1) and (3) to discuss data relevant to Director Evaluation.

A motion to close the meeting was made by Michelle and seconded by Tina. The motion passed unanimously.

A motion to close the closed meeting was made by Amy and seconded by Jody.

The board reviewed the progress thus far of the director's goals as set by the board. The board is pleased with what Deana has accomplished and endorses her plans for future development.

12. Scheduling

A. WLS Work Session: February 21, 2017 6:00 pm

B. WLS Board Meeting: February 27, 2017 6:00 pm

A motion to adjourn the meeting was made by Eva and seconded by Tina. The motion passed with Michelle abstaining.