



## World Learner School Board Meeting Minutes April 23, 2018

Student Presentation - Ann Decker and several Lower Elementary students presented recorder music to the Board.

1. Call to Order – 6:10 pm
2. Roll Call/Quorum Confirmed  
Present- Danielle Wishard-Tudor, Emily Carlson, Michelle Strain, Jody Luck, Patti Quinn, Susan Olson, Jennifer Graves  
Absent- Beth Wilson, Eva Maher  
Non-Members Present- Deana Siekmann, Amy Mittelstadt, Erin Anderson
3. Community Forum (Procedures are contained on Community Forum Participation Cards, available at the meeting)  
No community forum discussion.
4. Board Training –  
4.23.18 – Emily and Danielle  
6.4.18 – Beth  
7.23.18 - Jennifer  
Emily Carlson brought to the board an article about Montessori education. It's focus was intrinsic motivation vs. extrinsic motivation and how Montessori captures self-motivation. The board discussed how this article would help WLS in reaching their goals set through Audubon.
5. Approval of Agenda and Declaration of Conflicts of Interest  
A motion was made by Jody Luck to approve the Agenda and Declaration of Conflicts of Interest, it was seconded by Michelle Strain, the motion passed unanimously. (7 in favor, 0 opposed).
6. 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 motion was made by Michelle Strain to approve of Consent Agenda, it was seconded by Susan Olson, the motion passed unanimously. (7 in favor, 0 opposed).
  - A. Minutes of 2.26.18
  - B. Fundraising and Donation records -
  - C. Fundraising Permissions & Grants – UE Culvers, MS Funddrive, PTO “Mom’s Night Out”
7. Information/Discussion
  - A. ACNW Authorizing Activities – ACNW Visit on 4.30.18  
Erin Anderson will be coming to observe at WLS.
  - B. Annual Meeting Review –  
The board discussed that they need to look into online payment options for field trips and school lunches. They decided to put it on the agenda for the upcoming board work session. Also, when hearing the pros and cons from the parent community, the board should say thank you for your feedback. Discussions on why decisions were made should be done at an alternative time.
  - C. ACNW Academic Evaluation –  
The board discussed on how to determine the growth in the goals and potential changes that need to be made. The board asked Deana Siekmann to reach out to David Greenberg at Audubon to discuss options for revising goals as suggested by ACNW.
  - D. ACNW Annual Report Evaluation –  
The report noted a few areas that needed improvement. Deana will work to include this feedback in next version.
  - E. ACNW Financial Evaluation -  
The goals were met for the financial evaluation.
  - F. ACNW Board Evaluation –  
These goals are ongoing. At the upcoming board session the board is going to look into finding a notetaker for meetings. Deep discussion about the role of the board and its governance. Audubon also mentioned that they will sponsor an hour with Dan Jett for additional board training.
  - G. MDE FY17 Finance Award  
WLS received the Finance Award from the Minnesota Department of Education.
  - H. MDE Sp Ed Compliance Monitoring Letter of No Finding  
WLS was found to have ‘no findings’ in recent compliance monitoring for special education.
  - I. MN Reading Corp Award Fy19  
WLS will be receiving support next year through a Reading Corp teacher.
  - J. Time of Work Session on 5.21.18 from 6 pm to 5 pm  
Time of work sessions to be changed. (See Actions Item H.)
  - K. Expectations/Job Description for Board Note-taker  
Deana Siekmann is creating a position description for a meeting note-taker.

- L. FY19 Revised Template for Employment Agreements  
The WLS lawyer added more information to the Letter of Employment.

8. Reports

- A. Director's Report
  - i. Monthly Enrollment Report- Still stable
  - ii. Upcoming Events- Garage Sale, Audubon Visit, UE Culver's Night, MAP Testing, Medallion Ceremony, Graduation
  - iii. Environmental Education- School Wide Spring Clean Up, LE Lowry Nature Center and other events in line with ACNW/WLS Goals were highlighted. WLS is planning for an \$8000 donation next year from the PTO to focus on training, resources, equipment and experiences related to environmental education. An EE Committee is working on expenditures for this donation.
  - iv. Staff Development- No Discussion
  - v. Other Information- Deana presented learning from Principal Academy in regards to her professional goals.
- B. Committee Reports
  - i. Finance Committee
    - a. Finance Report March
    - b. FY18 Budget Update
    - c. FY19 Budget Update  
Discussed projected enrollment for 2018-2019 school year. Summer program enrollment is low, not a revenue maker and may be cancelled requiring more work on the budget to maintain 1.2 debt service ratio.

9. Action Items

- A. Financial Report for March 2018 -  
A motion was made by Susan Olson to accept the Financial Report for March, it was seconded by Danielle Wishard-Tudor, the motion passed unanimously. (7 in favor, 0 opposed).
- B. Personnel Employment Agreements – Kristine Arritt Montgomery, Patti Quinn, Melissa Bullerman, Emily Carlson, Maureen Greene, Jamie Otte, Bonnie Pascual Lee  
A motion was made Michelle Strain to accept the Personnel Employment Agreements, it was seconded by Jody Luck, the motion passed unanimously. (7 in favor, 0 opposed).
- C. Policies: First Reading – 663 Sponsorship, 615 Emergency Closings and Inclement Weather  
A motion was made by Jennifer Graves to accept the Policies: First Reading, it was seconded by Jody Luck, the motion passed unanimously. (7 in favor, 0 opposed).
- D. Policies: Second Reading – 701 Admissions Management, 665 Teacher Evaluation, 666 Teacher-In-Training, 671 Tutoring Policies  
A motion was made by Emily Carlson to accept the Policies: Second Reading, it was seconded by Susan Olson, the motion passed unanimously. (7 in favor, 0 opposed).
- E. Deletion – No discussion.
- F. Resolution regarding the resignation of Patti Quinn  
A motion was made by Danielle Wishard-Tudor to accept the Resignation of Patti Quinn from the Board, it was seconded by Susan Olson, the motion passed (6 in favor, 0 opposed, 1 abstention- Patti Quinn).
- G. FY19 Lease Aid Application  
A motion was made by Michelle Strain to accept the Lease Aid Application, it was seconded by Danielle Wishard-Tudor, the motion passed unanimously. (7 in favor, 0 opposed).
- H. Time of Work Session on 5/21/18 from 6pm to 5pm  
A motion was made by Jennifer Graves to Accept the start time of the Work Session, it was seconded by Jody Luck, the motion passed unanimously. (7 in favor, 0 opposed).

10. Scheduling

- A. WLS Board Work Session May 21, 2018
- B. WLS Board Meeting June 4, 2018 6 pm

11. Call to Adjourn – (state time)

A motion was made to adjourn the meeting by Emily Carlson. The motion was seconded by Danielle Wishard-Tudor. (7 in favor, 0 opposed) the vote passes unanimously.

Meeting adjourned at 8:20pm