

World Learner School



World Learner School Board Meeting Minutes October 23, 2017

1. Call to Order – 6:00 pm
2. Roll Call/Quorum Confirmed Present- Patti Quin, Michelle Strain, Susan Olson, Jody Luck, Eva Maher, Danielle Wishard-Tudor, Beth Wilson, Jennifer Graves

Absent- Emily Carlson
Non-Members Present- Deana Siekmann, Amy Mittelstadt and Sandy Schmidt
3. Community Forum (Procedures are contained on Community Forum Participation Cards, available at the meeting)
Annika, Juliette, and Molly from Carrie's Lower Elementary Class presented their culture projects with the board. The girls had made models of First Nations groups they had studied and shared their research with the group.
4. Board Training – Brian Carpenter FAQ #1 webinar – Difference between Governance and Management (6 min)
Presentation– Eva will be presenting on Nov. 20th
12.4.17 – Michelle
1.8.18 – Danielle
1.29.18 – Patti
2.26.18 – Jody
4.23.18 – Jennifer
6.4.18 – Beth
7.23.18 - Emily
5. Approval of Agenda and Declaration of Conflicts of Interest
Michelle made a motion to approve the Agenda and Declaration of Conflicts of Interest, and Susan Olson seconded the motion. In discussion, Deana needed to add two items to the Information/Discussion area of the meeting.
Motion passed unanimously.
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. Minutes of 9.25.17-
 - B. Fundraising and Donation records -
 - C. Fundraising Permissions & Grants – MS Heggie's Pizza
Jennifer made a motion to approve the Consent Agenda, and the motion was seconded by Eva. The motion passed unanimously.
7. Information/Discussion
 - A. Board Training Activities – ACNW Leaders Retreat is taking place on Nov. 10th and 11th. Eva, Beth, Patti and Deana are attending.
 - B. ACNW Authorizing Activities – Deana will be checking with the ACNW to see when they will be visiting WLS.
 - C. Director's FY18 Goals- Deana narrowed her goals to two items due to the intensity and scope of the MN Principal's Academy Executive Development program. She is very excited about what she will be taking away from this training and will be gaining much information that will be beneficial to WLS. Deana also suggested that the Board direct her to research having a Reading Corp or Math Corp position at WLS.
 - D. Carver Link Generator- Carver Link is looking to place a generator at WLS in the case of an emergency. The generator would be placed at the cost to Carver Link. After a provided ten-year warranty, WLS would assume maintenance costs. Carver Link would only be using 5% of the generator use, and the remainder would be available for WLS's use. A question arose that concerned a break in contract between WLS and Carver Link- what would happen with the generator?
 - E. Encroachment- The Encroachment Agreement with Jonathan Association is now being reviewed by the WLS lawyer to see if the current plan on the table is the best option. As it stands, JA is offering a "License Agreement," where JA would retain ownership of the strip of land in question and could at any time step in and revoke WLS's use.
8. Reports
 - A. Audit FY17 report – CliftonLarsonAllen
Dennis of CliftonLarsonAllen presented the 2017 audit to the WLS board. He walked the group through the highlights of key financial information for the 2016/17 fiscal year. He noted that this was a draft of the audit and was still open to changes. A final audit will be issued shortly. WLS has a very strong cash position and the Receivables are very

consistent. WLS was able to add \$82,058 to its fund balance, which is much higher than the required amount. Expenditures came in under the approved budget. There were no legal compliance issues found for 2017. The WLS Building Company is very stable, as well.

B. Director's Report

- i. Monthly Enrollment Report : 217, budgeted for 213, healthy waiting list
- ii. Upcoming Events: Fall Festival on Oct. 28th, 2nd Parent Information meeting coming in November, Board Work Session on Nov. 20,
- iii. Other information: Band and Choir has begun, job positions open for para-professionals, Principal's Academy is being attended by Deana,

C. Committee Reports

- i. Finance Committee
 - a. Finance Report September: Jody presented the Finance Report for September- all is good. Cashflow continues to be healthy, and another CDARS was purchased as investments continue to grow. State still owes a payment and should come soon. Expenditures are under budget, and enrollment is over estimates. A higher percentage in Secondary expenditures is due to a smartboard replacement which will be covered by an insurance claim.
 - b. FY18 Budget Update

- D. WLS Annual Report – Deana presented the Annual Report to the board. Highlights included a high attendance percentage, innovative educational practices, maintaining enrollment and budgets, and the book study as a Board training. Challenges included the flooding of the classrooms at the beginning of the year. Growth in the area of math will be an area of concentration for staff this year as the school determines how to improve student understanding as determined by MAP and MCA test scores. WLS is still working on how to use information taken from Environmental Education questionnaires given in the fall.

9. Action Items

- A. Financial Report for September 2017: Eva made a motion to accept the Financial Report for September, and Jennifer seconded. The motion passed unanimously.
- B. Personnel Employment Agreements – Randi Shapiro, Jamie Otte, Allison Sherman, Nicole Christoph, Sandra Greene, Julie Johnson, Prayati Ockenga,
A motion to accept the Personal made by Eva and seconded by Jody. The motion passed unanimously.
- C. Policies: First Reading - none
- D. Policies: Second Reading - Crisis Management: Jody made a motion to accept the second reading of the Crisis Management Policy, and Eva seconded the motion. After no discussion, the motion passed unanimously.
- E. Policies: Deletion –
- F. Annual Report – Jody seconded by Eva. The motion passed unanimously.
- G. Director's FY18 Goals- A motion to modify the director's goals was made by Eva and seconded by Jennifer. The motion passed unanimously.
- H. Carver Link Generator- Eva made a motion to accept the Carver Link Generator offer, and Michelle seconded the motion. After no discussion, the motion passed unanimously.

10. Scheduling

- A. WLS Board Meeting 12.4.17 6:00 pm
- B. There is a Work Session on Nov. 20th at 6pm
Jody made a motion to adjourn the meeting, and Eva seconded the motion. The motion passed unanimously.