

# The World Learner School Board Work Session Minutes

November 21, 2016

1. Call to Order:
2. Roll Call:

Present: Patti Quinn  
Tina Lyder  
Beth Wilson  
Amy Mittlestadt  
Jody Luck  
Michelle Strain  
Absent: Eva Maher  
Brian Hanson  
Guests: Deana Siekmann  
Sandy Schmidt

Quorum Confirmed

3. Approval of Agenda and Declaration of Conflict of Interests:  
Amy Mittlestadt moved to accept the agenda and Tina Lyder seconded the motion. There were no Conflicts of Interests or comments about the agenda. The motion passed unanimously.
4. Finance Training:  
Sandy Schmidt gave the board a training on School Finances. The training included going over a Budget Process Timeline, Administrative Procedures, Funding, and Financial Statements. Also included in the training were an explanation of how the school Dashboard works, what a Balance Sheet is, what information a Revenue and Expenditure Report gives, how to track Cash Flow, and what the Financial Audit is.
5. Board Training Activity: Presented by Patti Quinn  
The group participated in an activity that looked at responsibilities of the board and what category they respond to.
6. Information/Discussion
  - a. Board Committee Reports
    - i. Annual Report- submitted
    - ii. ESSA update- Deana reviewed the report with the Board
    - iii. An appeal was submitted by Deana to MDE regarding the Quality School rating
  - b. Building
    - i. Review of Fall Building Issues- winding down work from flood damage in fall. Deana reviewed the claims and payments made by both insurance and WLS. The total cost to WLS at this point after insurance is \$14976.69
    - ii. Priorities for YY18 and beyond  
A discussion was had about what cosmetic needs the school has.
  - c. Finance
    - i. Budget Calendar: Deana shared with the group
    - ii. TRA Proposed Increase in Retirement Contributions

Deana discussed changes in the TRA school contributions that will affect the WLS budget. Staff contributions will also increase.

- d. Fundraising/PTO
    - i. Upcoming Events: no report
    - ii. Ways to Help PTO: no report
  - e. Marketing
    - i. Videos- "Why do you like WLS" vignettes for website
    - ii. Letters to Editors- have parents write to newspaper editors promoting WLS
  - f. Personnel- no report
  - g. Technology: connection issues throughout the school- Deana to contact TechStar to see what might be causing the problems.
  - h. Board Training Options
    - i. MACS considerations and solicitations- MACS is interested in hosting a board governance training at WLS. On-line courses and seminars might be an option for board members as well. Everyone is to come to the December meeting with ideas for training topics.
5. Summarize items for Action agenda
- 1. Budget Action Calendar
  - 2. MACS
6. Scheduling
- 1. Jody Luck motioned to adjourn, Amy Mittlestadt seconded the motion. The motion passed unanimously.