

## World Learner School Board Meeting Agenda

May 23, 2016

1. Call to Order- 6:04 pm
2. Roll Call/ Quorum Confirmed  
Present: Bob, Jody, Tina, Ashley, Melissa, Debi  
Absent: Patti, Michelle, and Amy

(Patti arrived during the student presentation at 6:07pm)

3. Student Presentation: Middle school presented the study of a place to the board. The place they chose to study was Chaska, MN. The three middle schoolers that presented were Will Asproth, Jordan LeRoy, and Bruce Bartley. The students talked to the board about how they needed to research the local Chaska area's history. They could not use the internet for this project.
  - Will presented on the Washburn Mill
  - Bruce presented on the Chaska clay tunnels
  - Jordan presented on Chaska's part in the Great Depression
4. Community Forum (Procedures are contained on Community Forum Participation Cards, available at the meeting): Martha Galvan (WLS parent) contacted Melissa Bullerman with concerns about the boy/ girl ratios in specific grades in each classroom. In addition, she also raised the concern about how some grades have much greater numbers of students than other grades. These concerns were acknowledged. Since WLS is a public charter school we can't accept students based on gender. However we try to balance for UE. In addition, we really try to balance numbers in grade levels, but that is dependent on the waiting list.
5. Approval of Agenda and Declaration of Conflicts of Interest:
  - Jody made a motion to approve the agenda. A second was made by Patti.
  - Vote 7-0 in favor, motion carries
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 4.25.16
  - B. Fundraising and Donation Records-
  - C. Fundraising Permissions and Grants-
  - Debi made a motion to approve the consent agenda, Jody seconded that motion
  - Vote 7-0 in favor, motion carries
7. Information/ Discussion
  - A. Board Training and Activities
    - Board moved this to 8D, to combine it with the Director Evaluation Survey and Process

B. MACS Defense Fund

- This lawsuit was discussed at the previous board meeting. We have \$2,000 remaining in the WLS defense fund for the 2015-16 school year. Action item 9G will be added to vote on contributing funds to MACS for this lawsuit.

C. MACS Membership Renewal Resolution

- Payment options were presented to the board to renew WLS's MACS membership
- The board discussed and determined if we should renew
- The board's discussed the ease of paying in one payment for the school
- Action item 9H was added to vote on this issue

D. FY17 Budget Review

- Discussion took place that the budget was potentially pushed through too quickly. In addition, the idea of the vice principal position may have been added too quickly as well.
- All board policies have a 1<sup>st</sup> reading, followed by a second reading. Should these two items follow the same pattern?
- The budget was all brought at once and approved immediately as well as the job description
- Discussion about how the assistant principal job description was made.
- Moving forward- how should the board proceed with these types of situations?
- What qualifications/ requirements should the assistant principal have?
- What should be a director approval vs a board approval (example: the board would approve adding a 4<sup>th</sup> LE position since that would be changing the staff numbers, but the director would determine who that person is)- hiring these positions lays on the director, but the board has to consider the budget and what that looks like for the school
- In the midyear (Jan 4<sup>th</sup>) the assistant to the principal options were laid out for the board, but the board never voted on which option they would like
- A proposal has been made to budget \$7,000 to hire Dan Jett to continue to work with the WLS school board and coach Deana for the next school year. Paperwork outlining the costs and a description of the services were passed out to the board for review. A vote will be conducted at the next meeting.
- Board Policy Idea: Since WLS does not issue contracts (it issues employment agreements), WLS would have a date when teachers/staff would know they have an employment agreement coming for the following year. If the board decided they still wanted to approve them, they could do this after this date since they are employment agreements.

- The board skipped to 8C (Backyard project) at this time, notes will be found under 8C.

E. Board Executive Committee Roles Review

- The idea was proposed that the next board should consider having a secretary/ note taker that is separate from a board member. The concern was that the secretary is not engaged in the meeting.

- This was discussed and it was mentioned that others on the board felt that the secretary was just as engaged as others on the board and ensured discussion
- The second consideration that was mentioned was to change the structure of the board for future years (adding a vice chair with a succession plan).

#### F. US DOJ and DOE Letter on Transgender Students

- This was a handout given to the board that described the new laws that the board needs to be aware of

### 8. Reports

#### A. Director's Report

- i. Monthly Enrollment Report-
    - Director passed out the student numbers for the end of the year. The year will end as predicted
  - ii. Upcoming Events-
    - Medallion Ceremony, 8<sup>th</sup> Grade Graduation (please attend), WLS picnic
  - iii. Testing Update-
  - iv. Other information-
- Building Company meeting: Bond information given to the board for future decisions
- ACNW Academic Framework: ACNW will be revealing a new version of their evaluation (version 2.1). WLS will need to renegotiate their contract over the summer.
- Employee News (positions changing and staff leaving)
- Lease Aid and Application Update: We have some forms that needed to be fixed and sent in. The board fixed these forms on the spot.
- ACNW MAPES Review
- Health Report- WLS has no violations

#### B. Committee Reports

- i. Finance Committee
    - a. Finance report March
    - b. FY16 Budget Update
    - c. FY17 Budget Update
- On Target due to paying teachers over the summer months
- WLS is doing very well on cash flow
- Before/ After Care financial situation (we are losing money each year)
  - We have two pay two people to do this (not an option to decrease the number of people)
  - Idea to have before care begin at 7:45
  - Deana read off the survey results regarding before/ after care given to families about hours, how often they use it, and how the changes would impact them ('survey indicated that restructuring the hours of before/ aftercare from 8-5:30 might not impact families (1-2)).
- The FY17 budget changes discussed, and decisions were presented before finalizing. \$7,000 remains, what should we do with it? 1) Board training/consultant (Dan Jett) 2) Other thoughts? Before/ After Care Expenditures

C. Backyard Design Update- Dave Sonka

- Dave Sonka came in and presented plans to the board.
- He projected that the backyard project would cost between \$70-80,000
- The project would begin July 5<sup>th</sup> and be completed by August 5<sup>th</sup>
- The plan was presented to the board in 3 tiers, so the project could be split up over time
- Board questions: Can we come up with one point person for this project? Does this fall within the budget? Legally, what are the written assurances for WLS?
- Task- WLS needs one point person and this needs to be in writing (we will give Dave one week to provide this)
- Once WLS receives this writing, the board will conduct a special meeting (most likely on May 31<sup>st</sup>)

D. Director Evaluation Survey and Process- Dan will send out a paragraph to walk the board through this

E. Family Survey Update- N/A

F. Marketing- yard signs- N/A

G. PTO Update- The PTO has successfully added two new members

- Patti left at 8:25 pm

9. Action Items

A. Financial Report for April 2016

- A motion was made by Melissa to approve the April 2016 financial report, Tina seconded the motion
- Vote 6-0 in favor, motion carries

B. Personnel Employment Agreements: FY16- Denise Parish, FY17- Susan Olson, Megan Barrett, Jamie Otte, Lisa Waller, Amy Tripp, Emily Carlson, Craig Renier, Karen Squires, Tina Lyder, Ashley Godinez, Bonnie Pascual Lee, Ann Decker, Shireen Mahabadi, Melissa Bullerman, Michelle Darsow, Carrie Baker Rantala, Andrew Burns, Eva Maher, Allison Sherman, Patti Quinn, Heather Guldan, Beth Wilson, Alicia Williams

- A motion was made to approve the employment agreements listed above by Jody. A second was made by Debi.
- Discussion: Should the board be approving employment agreements if the board does not decide the staff that fills those positions? This would be something to consider for future years.
- Vote 6-0 in favor, motion carries

C. Policies: First Reading- N/A

D. Policies: Second Reading- N/A

E. Policies: Deletion- N/A

F. Resolution to Repeal Sponsorship Contract for Megan Barrett- Megan has signed a resolution to nullify her sponsorship.

- Melissa made a motion to repeal Megan's sponsorship. Jody seconded the motion
- Vote 6-0 in favor, motion carries

G. MACS Defense Fund

- Melissa made a motion to contribute \$1000 to the defense fund regarding the lawsuit. Debi seconded this motion.
  - Vote 6-0 in favor, motion carries
- H. MACS Renewal-
- Melissa made a motion to renew the MACS membership with a onetime payment. Jody seconded this motion.
  - Vote 6-0 in favor, motion carries
10. 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 Education. This motion to close was made by Debi and seconded by Jody.
- Vote 6-0 in favor, motion carries
  - Motion was made regarding Dan Jett and Brian Hanson being allowed to stay in the closed meeting by Melissa, seconded by Tina
  - Vote 6-0 in favor, motion carries

In the closed meeting portion of [the May 2016](#) board meeting at WLS, materials were distributed that are part of the director's evaluation process for the 2015-16 school year, and the background info as to where the board is in the process. The material distributed is private data therefore it is non-public data and is not to be shared with others. Further, it is base line data for the board's consideration only and at the June board meeting the board will conclude the evaluation. In the meantime, board members are to review the material, think about its potential meaning, and come prepared in June to discuss and finalize a fair and complete evaluation.

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- Motion was made to exit the closed session by Tina and seconded by Ashley
- Vote 6-0 in favor, motion carries

11. Scheduling

- A. WLS Board Meeting: June 27<sup>th</sup>, 2016 6:00pm

Motion was made to adjourn the meeting at 9:02pm. This was seconded by Tina

Vote 6-0 in favor, motion carries