



Meeting: Board of Directors Regularly Scheduled Meeting

Date: Wednesday, September 22nd, 2021

Time: 5:30 P.M.

Location: Outdoor Classroom behind the school at 8089 Globe Drive

AGENDA

1. Meeting Call to Order and Roll Call (Mandi Folks)

1.1 Meeting Call to Order (Mandi Folks, Board Chair)

1.2 Roll Call (Mandi Folks, Board Chair)

2. WLA Mission and Vision (Jason Livingston)

- a. The mission of WLA is to utilize leadership-based programs and strategies grounded in solid research, combined with the demonstrated success of Core Knowledge Curriculum as a basis of a rigorous overall educational program that builds strong skills in math, reading, literature, writing, music, science, and technology
- b. The vision of WLA is to be a school where students and graduates become exceptional leaders and are prepared to take on the academic and leadership challenges they will face in high school and beyond.

3. Approval of Agenda/Meeting Minutes (Presenter: Mandi Folks, Board Chair)

3.1 Approval of meeting agenda

Motion: _____ 2nd: _____ Vote: _____

3.2 Approval of August 25th, 2021 Meeting Minutes

Motion: _____ 2nd: _____ Vote: _____

4. Conflict of Interest Declaration (Presenter: Mandi Folks, Board Chair)

5. Public Comment (Presenter: Mandi Folks, Board Chair)

5.1 Delegation of Public Comment Items (if necessary)

6. Board and Administration Reports

6.1 Board Report (Mandi Folks)

6.2 Executive Director Report (Kathleen Mortensen)

6.3 Financial Director Report (BKDV)

6.4 Finance Committee Report (Jolene Skordahl)

6.4.1 Accept September Finance Committee Minutes and August Financials

Motion: _____ 2nd: _____ Vote: _____

6.5 Governance Committee Report (Natalie Sjoberg)

6.5.1 Accept September Governance Committee Minutes and policy 418
(DRUG-FREE WORKPLACE/DRUG-FREE SCHOOL) into second reading.

Motion: _____ 2nd: _____ Vote: _____

6.6 Facilities Committee Report (Jason Livingston)

6.6.1 Accept September Facilities Committee Minutes

Motion: _____ 2nd: _____ Vote: _____

7. Board Training, Discussion, and Business (Presenter: Mandi Folks, Board Chair)

7.1 Ratify Employment Agreements

Desiree Diaz Paraprofessional

Anthony Duran Paraprofessional

Motion: _____ 2nd: _____ Vote: _____

7.2 ICT Team Update

8. Board Communication & Future Items (Presenter: Mandi Folks, Board Chair)

8.1 Board Communication/Future Agenda Items- Reflection

8.1.1 Discuss Annual Meeting

8.1.2 Discuss board meeting format - virtual or in-person

10. Housekeeping (Presenter: Mandi Folks, Board Chair)

WLA Board of Directors Annual Meeting

Date: Wednesday, October 6th, 2021

Time: 5:30pm

Location: TBD

WLA Regular Board of Directors Meeting

Date: Wednesday, October 27th, 2021

Time: 5:30pm

Location: WLA, 8089 Globe Drive, Woodbury, MN 55125

11. Adjournment (Presenter: Mandi Folks, Board Chair)

Adjournment

Motion: _____ 2nd _____ Vote: _____

Directors Onsite: Ryan Patrick

Directors Attending Virtually: Mandi Folks, Shelbi Pool, Natalie Sjoberg, Jolene Skordahl

Directors Absent: Shannon Kelly, Jason Livingston

Administration/Advisors Attending Virtually: Dr Kathleen Mortensen (Executive Director), Brenda Kes (BKDV-joined at 5:55 PM), Rod Haenke (VOA)

Others in Attendance: WLA parents & staff

1. Meeting Call to Order and Roll Call

1.1 Meeting Call to Order

Ms Folks called the meeting to order at 5:31 PM.

1.2 Roll Call

Ms Baumann took roll call.

2. WLA Mission and Vision

Mr Patrick read the WLA Mission and Vision Statements.

3. Approval of Agenda/Meeting Minutes

3.1 Approval of Meeting Agenda

Ms Skordahl moved “to approve the meeting agenda.” Mr Patrick seconded. A roll call vote was taken: Ms Folks, Mr Patrick, Ms Pool, Ms Sjoberg and Ms Skordahl voted for the motion; there were no votes against. Motion passed.

3.2 Approval of July 27, 2021 Meeting Minutes

Ms Skordahl moved “to approve the meeting minutes for the July 27, 2021 meeting.” Ms Sjoberg seconded. A roll call vote was taken: Ms Folks, Mr Patrick, Ms Pool, Ms Sjoberg and Ms Skordahl voted for the motion; there were no votes against. Motion passed.

4. Conflict of Interest Declaration

Ms Folks asked if there were any conflicts of interest for items on the agenda. None were noted.

5. Public Comment

5.1 Delegation of Public Comment Items

A parent suggested modifying the uniform policy to include the color orange. Another parent requested Spanish be brought back to the curriculum. Ms Mortensen will connect with the parents for further discussion.

6. Board and Administration Reports

6.1 Board Report

Ms Folks reflected that it has been a busy month with the construction projects and the return of students next week. She shared that WLA has begun the process of applying for expansion to include pre-K thru Grade 12 and to add a second site. The first step was obtaining approval from our Authorizer. VOA has approved both applications and the next step is to submit the applications to MDE for approval. At this time, there are no plans for either expansion, but if approved, the Board will have the ability to expand in the future, if and when they decide to do so. Ms Folks reported that new staff will be introduced at

the September meeting. She also shared that the Finance Committee has finalized a 3-year renewal contract for Dr Mortensen. Ms Skordahl motioned “that the Board of Directors ratify Dr Mortensen’s contract extension.” Mr Patrick seconded. A roll call vote was taken: Ms Folks, Mr Patrick, Ms Pool, Ms Sjoberg and Ms Skordahl voted for the motion; there were no votes against. Motion passed.

6.2 Executive Director Report

Ms Mortensen highlighted several items in the Director’s Report included in the Board Packet:

- Enrollment is currently below budget, especially in Kindergarten. Approximately one-third of those enrolled have since changed their minds on attending this fall.
- Interest in online learning is increasing and teachers are planning online learning models for all grade levels.
- The WLA Assessment Plan is included in the packet and up for approval tonight.
- WLA will apply to MDE for approval to permanently provide Distance Learning (versus temporary approval received for Online Learning during the pandemic). There are no plans to offer Distance Learning at this time, but if approved, the Board will have the option to expand to offer this learning model in the future. There was discussion.
- WLA will apply for a second year of ADSIS funding to fund a Counselor position.
- The search continues for an in-house substitute teacher. Three additional paras have been hired.
- Several staff are awaiting licensure for their positions; plans are in place if licenses are not received by the first day of school.
- Math & Science Academy (MSA) has formed a cooperative and has invited WLA Middle School students to join their Cross Country team.
- MCA scores will be released soon. As expected, scores declined statewide due to Covid, as did WLA’s scores. WLA’s preliminary MCA scores do not line up with students’ MAP scores; Ms Mortensen is reviewing the data to ensure online students were properly excluded. Teachers will meet in PLC’s to analyze the data and develop plans to address learning deficiencies.

6.3 Financial Director Report

Ms Kes reviewed the Executive Summary and July financial statements, noting that there was not a lot of activity during the month. The FY22 budget is currently based on 683 ADM. The working budget and cash flow projection will be adjusted to reflect actual enrollment and employee salaries, benefit increases and other identified spending changes. Ms Kes shared that the state aid formula increased July 1st by 2.5%. She stated that overall, WLA has a strong cash position and is financially sound.

BerganKDV is preparing for the FY21 audit scheduled for September, and draft audited financials will be available by the end of October.

6.4 Finance Committee Report

Ms Skordahl reported the Finance Committee met and reviewed the July financial statements. Other topics discussed included property management and the addition of a second Rainbow playset. The Committee reviewed para agreements, the MN Coaches busing contract, the Epicenter contract, the Teachers on Call contract, and the Executive Director’s contract, recommending all for approval.

6.4.1 Accept August Finance Committee Minutes and July Financials

Ms Skordahl moved “to accept the August Finance Committee minutes and the July financials.” Ms Sjoberg seconded. A roll call vote was taken: Ms Folks, Mr Patrick, Ms Pool, Ms Sjoberg and Ms Skordahl voted for the motion; there were no votes against. Motion passed.

Committee membership was discussed. Mr Patrick expressed interest in joining the Finance Committee and also remain on the Facilities Committee. Parent Bruna Burns has also expressed interest. Ms Skordahl motioned “to add Ryan Patrick and Bruna Burns to the Finance Committee.” Ms Folks seconded. A roll call vote was taken: Ms Folks, Mr Patrick, Ms Pool, Ms Sjoberg and Ms Skordahl voted for the motion; there were no votes against. Motion passed.

6.5 Governance Committee Report

Ms Sjoberg reported that the Committee met and finalized the Family Medical Leave policy and the Uniform policy put forth for approval this evening. It is expected the Uniform policy will be reviewed again for next school year. The Committee will review Policy 533 Wellness and Policy 413 Harassment and Violence at the next meeting. They will then finish review of the 400 series of polices, followed by the 600 series of policies.

6.5.1 Accept August Governance Committee Minutes and second reading of Policies 540 and 410 and first reading of policies 417, 418, and 600 series

Ms Sjoberg moved “to accept the August Governance Committee minutes with the edit of the meeting date to August 18, as well as enter policies 540 Student Dress, Appearance and Uniform and 410 Family and Medical Leave into second reading status and place policies 533 Wellness, 417 Chemical Use and Abuse, 418 Drug-Free Workplace/Drug-Free School, and 600 series into first reading.” Mr Patrick seconded. A roll call vote was taken: Ms Folks, Mr Patrick, Ms Pool, Ms Sjoberg and Ms Skordahl voted for the motion; there were no votes against. Motion passed.

6.5.2 Discuss Committee Membership

Ms Sjoberg shared that parent Erin Neumann has expressed interest in joining the Governance Committee and former Board member Claudia Irina (George) has requested to retire from the Committee. Ms Sjoberg motioned “to add Erin Neumann to the Governance Committee and remove Claudia Irina from the Committee.” Ms Pool seconded. A roll call vote was taken: Ms Folks, Mr Patrick, Ms Pool and Ms Sjoberg voted for the motion; there were no votes against. Motion passed.

6.6 Facilities Committee Report

Ms Folks reported the Property Tax Exemption application has been submitted to Washington County, the Outdoor Classroom funded by a grant from the Woodbury Foundation has been constructed, and a second playset has been ordered. Building a garage behind the building for storage and the need for additional parking were also discussed. Ms Darling has resigned from the Committee, but will continue on the Finance Committee. The building expansion project is on schedule and on budget thus far.

6.6.1 Accept August Facilities Committee Minutes

Ms Folks moved “to accept the August Facilities Committee minutes.” Ms Skordahl seconded. A roll call vote was taken: Ms Folks, Mr Patrick, Ms Pool, Ms Sjoberg and Ms Skordahl voted for the motion; there were no votes against. Motion passed.

6.6.2 Discuss Committee Membership

Discussed in conjunction with Finance Committee membership.

7. Board Training, Discussion and Business

7.1 Approval of Dr Mortensen as loWA (Identified Official with Authority) for MDE

Ms Mortensen explained the role of the loWA and that the person had to approved by the Board annually. Mr Patrick stated “I make a motion for the designation of the loWA EDIAM Designation of identified Official with Authority for the MDE External User Access Recertification System. The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with the MNIT

Enterprise Identity and Access Management Standard which states that all users access rights to Minnesota state systems must be reviewed and recertified at least annually. The identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA). The Board recommends to authorize Kathleen Mortensen to act as the Identified Official with Authority (IoWA) for Woodbury Leadership Academy 4228-07." Seconded by Ms Folks.

A roll call vote was taken: Ms Folks, Mr Patrick, Ms Pool, Ms Sjoberg and Ms Skordahl voted for the motion; there were no votes against. Motion passed.

7.2 Approve WLA Assessment Schedule

Ms Mortensen presented the Assessment Schedule included in the Board packet. Ms Folks moved "to approve the Assessment Schedule for the 2021-22 School Year." Seconded by Mr Patrick. A roll call vote was taken: Ms Folks, Mr Patrick, Ms Pool, Ms Sjoberg and Ms Skordahl voted for the motion; there were no votes against. Motion passed.

7.3 Approve Minnesota Coaches (busing) Contact

Ms Mortensen that Minnesota Coaches (Monarch Busing) has provided busing for WLA for several years. Due to increasing enrollment, the number of buses was increased. There was discussion.

Ms Folks moved "to approve the Minnesota Coaches busing contract." Seconded by Ms Skordahl. A roll call vote was taken: Ms Folks, Mr Patrick, Ms Pool, Ms Sjoberg and Ms Skordahl voted for the motion; there were no votes against. Motion passed.

7.4 Ratify Employment Agreements

Ms Mortensen shared information about newly hired staff:

- Amy Sorensen – Paraprofessional
- Rosa Portillo – Paraprofessional
- Madison Goodman – Paraprofessional

The offer for a building substitute teacher was not accepted and the position has been reposted. Ms Folks motioned "to ratify the employment agreements for the listed paraprofessionals." Ms Sjoberg seconded. A roll call vote was taken: Ms Folks, Mr Patrick, Ms Pool, Ms Sjoberg and Ms Skordahl voted for the motion; there were no votes against. Motion passed.

7.5 ICT Team Update

Ms Folks explained the composition and purpose of the ICT, and the decision making process which involves the ICT consulting with MDE and MDH. The ICT will resume meeting weekly to develop Covid protocols as students and staff return to school.

8. Board Communication & Future Items

8.1 Board Communication/Future Agenda Items – Reflection

Directors and Ms Mortensen suggested agenda items for future meetings include revisiting WLA's strategic goals and set new goals, voting on school colors and a school song, and planning for rolling out the newly selected "Owl" school mascot

8.1.1 Discuss Annual Meeting

Ms Folks shared that each year, the Board identifies one meeting as the annual meeting. For the past several years, the meeting format was similar to a "State of the School Address" and did not include business items. There was discussion regarding the agenda and format for this year's annual meeting which is scheduled for October 6.

8.1.2 Discuss board meeting format – virtual or in-person

Ms Folks shared that guidance for the way boards are able to meet has recently changed. Ms Folks will reach out to WLA's lawyer for clarification and will bring back options to a future meeting.

9. Housekeeping

Next regularly scheduled WLA Board of Directors Meeting

Ms Folks stated the next regular meeting of the WLA Board of Directors will be on Wednesday, September 22, 2021 at 5:30 PM. Meeting format to be determined at a later date.

10. Adjournment

Ms Sjoberg moved “to adjourn.” Ms Skordahl seconded. A roll call vote was taken: Ms Folks, Mr Patrick, Ms Pool, Ms Sjoberg and Ms Skordahl voted for the motion; there were no votes against. Motion passed. The meeting adjourned at 7:29 PM.

Minutes drafted by Nancy Baumann, Board Clerk (non-Board member); submitted by Natalie Sjoberg, Board Secretary.

WOODBURY LEADERSHIP ACADEMY
DIRECTOR REPORT, SEPTEMBER 22, 2021

Dr. Kathleen Mortensen

I. Organizational Leadership

Exercise strong leadership skills in promoting the mission and vision of the school

Work collaboratively with the School Board and staff to develop an ongoing strategic planning process to achieve the mission of Woodbury Leadership Academy. (WLA)

Current Enrollment and Enrollment for the 2021-2022 School Year

- WLA enrollment update: As of 9/19/2021, we have 640 students enrolled (43 under budget, 20 of these numbers representing kindergarten)

Regularly Scheduled Meetings

- The Governance Committee met on September 8th
- The Finance Committee met on September 9th
- The Facilities Committee met on September 14th

Expansion, Remodeling, Grounds

- The pre-cast building has been postponed for 3-4 weeks bringing the completion date from early April to early May.
- The site work for the Rainbow playset has begun, and sod has been installed in front of the school.
- Drop-off in the mornings with busing, and Drive-Line is going smoothly and quickly. We are looking into adding a second layer of fencing between the front parking lot and construction site. Currently we simply use orange plastic cones to guide students from the bus area to the front door, but of course, another layer of safety is prudent considering icy footings, and snowplow banks. Pick-up in the afternoons is also going smoothly and quickly now. Buses are scheduled to leave WLA at 4:00 and that is happening by 4:02-4:04 for the past week. Drive-Line is also cleared out by that same time. I believe that all of our stakeholders (staff, students and families) deserve credit for the improved pick-up procedures as we have all now learned the systems.
- The Facilities Committee is exploring the idea of installing a kitchen with the new addition so that WLA will be equipped to provide a hot lunch service.
- Ongoing building maintenance:
 - Ground wasps, bee nests, and wood ticks have been “addressed”
 - The two-year old water bottle filling station on first floor needed repairs
 - Justin and his crew have continued working hard on all things technology as new equipment arrives, and older equipment expires

Organization

- The “Teacher Licensure Verification” has been submitted
- The finalized application to MDE for expansion is due by October 1st. I am working with VOA to revise some of the documents. This will be the next step in the process to be

approved to expand to pre-K through grade 12, as well as approved for a second site if/when desired.

- The Annual Report and WBWF Report is due to MDE in early December.
- The ESSER III grant application is due this week. I am working with BergenKDV to complete this and WLA is expected to receive approximately \$98,000 in additional funds.
- The VOA Leadership Team has resumed weekly meetings.

II. Instructional Leadership

Monitor the development, implementation and evaluation of curricular programs and ensure that all initiatives are student focused and aligned with the school's mission and vision. Provide leadership in the articulation among all instructional levels as well as special services within the school

- I will be completing the paperwork to apply to MDE for WLA to become a permanent Distance Learning (DL) provider. The first round of paperwork is due in early November.
- The WLA English Language Learning program is up and running.
- The WLA Remedial program is also running and currently serves about 150 WLA students.
- The All Staff August Workshop concluded on August 27th.
- PLCs have begun and Friday Staff meeting training sessions are also underway.
- The Special Education team weekly meetings are running smoothly. We have approximately 70 special education students, which brings us to 11% of our student body. This is a low number compared to the state average of 16%. However, MDE is requiring that every student on an IEP statewide, have an IEP meeting held prior to December 1st, to inquire of families if they feel their child has fallen behind due to lacking services during the COVID epidemic. Most of these meetings are taking 15-30 minutes, but they are in addition to the annual IEP meetings. (unless they happen to nicely coincide with those meetings) Thus, our special education case managers are conducting 70 additional IEP meetings prior to December 1st. Since these meetings also require regular education teacher and administrative representatives, it is a significant amount of added time and resources.
- I have begun conducting formal classroom observations, and have concluded 12 so far this month. It is a time intensive process, but exceedingly rewarding to observe all the wonderful learning that is occurring across grade levels at WLA.
- WLA scores are lower than expected which as mentioned last month, doesn't correlate with other measures that chart academic ability levels. In speaking directly with grade and subject level teachers, there is belief that the sampling levels for MCAs are not reflective of our WLA students overall. Thus, we are closely monitoring our NWEA MAP assessments which are currently being conducted. We are also meeting weekly in PLCs to share data and refer struggling students for added supports. That said, our MCA data from last spring demonstrates that:
 - Grade 3 was very close to the state average in reading, but significantly lower than the state average for math
 - Grade 4 was significantly lower than the state average in both reading and math
 - Grade 5 was significantly higher than the state average in reading, math, and science

- Grade 6 was close to the state average in reading, and significantly lower in math
- Grade 7 was close to the state average in reading, and high in math
- Grade 8 was below the state average in reading, math, and science

III. Financial Management

Exercise proactive leadership in organizing the school's resources to best meet the needs of all students.

- Brenda, Nancy and I met on September 2nd and were able to cut \$150,000 from the budget to meet lowered ADM projections. These cuts actually exceeded the amount of lost revenue and raised the 2021-2022 fund balance expectations an additional \$17,000. We will meet again in early October to make additional cuts and to move the Wexford facilities project to the bond budget rather than having it come out of the general fund. (approximately \$48,000)
- The audit for WLA will be ready to present to the Board in October or November.

IV. Human Resource Management

Provide staff supervision and conduct/oversee annual performance appraisals, which includes three formal observations, one per trimester, for each instructional staff member, including special education and educational assistants.

- We have filled two para professional positions, pending Board ratification. They are as follows:

Anthony Duran	Para Professional
Desiree Diaz	Para Professional

Oversee conflict resolution and all other personnel matters

There is a personnel matter that is currently being addressed.

V. Provision for a Safe and Effective Learning Environment

Monitor reporting systems involving health and safety of students

- The ICT continues to meet and report out to all stakeholder groups.
- Fire Drills and Lock-Down drills were conducted on September 9th for all students and staff members, and the on the 17th for staff members only.

VI. Communications Management

Oversee communication system between school and parents through various means, including the WLA Family Newsletter, at minimum once a month, and oversee development and implementation of student/parent activities

- The WLA “Open House” was a success. It was so good to see all of our returning families and get acquainted with our new families.
- Monday, August 30th, was the First Day of School for grades 3-8, and grades K-2 started school on Wednesday, September 1st!

- Picture Day is coming up in early October.
- Mandi Folks and Andy Sharp are in the process of organizing Ski Club!
- Planning for the D.C. trip is on track. Thank you Andy for spearheading this trip.
- 5th graders leave for Wolf Ridge this week. Thank you to the grade 5 team for all of their organizing efforts.
- The Woodbury magazine will be doing an article on WLA for their December issue. Thank you Mandi for managing that interview.
- The PTO sponsored a “Family Night” on September 17th. Attendance was reportedly lower than in previous years which might be due to the tight quarters we have with the construction projects. In any case, it was a nice evening and Diane Thiels took pictures of an owl who watched over the festivities from the rooftop.

WOODBURY LEADERSHIP ACADEMY

MCA RESULTS 2021

	READING	MATH	SCIENCE
GRADE 3	<i>48% Meets/Exceeds 49% State Average</i>	<i>41% Meets/Exceeds 57% State Average</i>	<i>NA NA</i>
GRADE 4	<i>38% Meets/Exceeds 49% State Average</i>	<i>41% Meets/Exceeds 54% State Average</i>	<i>NA NA</i>
GRADE 5	<i>79% Meets/Exceeds 59% State Average</i>	<i>50% Meets/Exceeds 40% State Average</i>	<i>57% Meets/Exceeds 48% State Average</i>
GRADE 6	<i>50% Meets/Exceeds 55% State Average</i>	<i>20% Meets/Exceeds 37% State Average</i>	<i>NA NA</i>
GRADE 7	<i>44% Meets/Exceeds 48% State Average</i>	<i>41% Meets/Exceeds 37% State Average</i>	<i>NA NA</i>
GRADE 8	<i>20% Meets/Exceeds 49% State Average</i>	<i>13% Meets/Exceeds 39% State Average</i>	<i>7% Meets/Exceeds 33% State Average</i>



Meeting: Finance Committee Meeting Agenda/Minutes

Date: Thursday, September 9, 2021

Time: 4.30pm

Location: Virtual Meeting

Meeting Minutes

Meeting Call to Order and Roll Call

Meeting Call to Order @ 4:30

Roll Call - Mandi Folks, Kathy Mortenson, Judith Darling, Jolene Skordahl, [Bruna Burns](#), [Bridget Merrill-Myhre](#) Not present Ryan Patrick

WLA Mission & Vision – Bruna Burns

Mission: The mission of WLA is to utilize leadership based programs and strategies grounded in solid research, combined with the demonstrated success of Core Knowledge curriculum as a basis of a rigorous overall educational program that builds strong skills in math, reading, literature, writing, music, science, and technology.

Vision: The vision of WLA is to be a school where students and graduates become exceptional leaders and are prepared to take on the academic and leadership challenges they will face as they transition into high school.

Development, Discussion, and Recommendations

1. Review financial statements for August 2021 - Bridget Merrill-Myhre

Housekeeping

Next Regularly Scheduled WLA Board of Directors Finance Committee Meeting

Date: Thursday, October 14, 2021

Time: 4:30 pm

Location: Virtual / Woodbury Leadership Academy-Conference Room
8089 Globe Drive, Woodbury, MN 55125

Adjournment @ 5:10



**Woodbury Leadership Academy
Woodbury, MN
District 4228**

Financial Statements

August 31, 2021

**Woodbury Leadership Academy
Woodbury, MN
August 31, 2021 Financial Statements**

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These financial statements are prepared in a modified format in that they exclude footnotes and required supplementary information in order to be considered a full set of financial statements. The excluded portions will be included in the fiscal year end audited financial statements. The accompanying financial statements of the School were not subjected to an audit, review, or compilation engagement by BerganKDV and, accordingly, we do not express an opinion, a conclusion, nor provide any assurance on them.

**Woodbury Leadership Academy
Woodbury, Minnesota
August 2021 Financial Statements
Executive Summary**

Summary of Key Financial Indicators

- * Average Daily Membership (ADM) Overview –
 - Original Budget: 683 ADM
 - Working Budget: 655 ADM
 - Actual: 655
- * The School's budgeted surplus for the year is -\$47,815. A projected cumulative fund balance of \$1,893,554 or 27% of expenditures at fiscal year-end.
- * Projected Days Cash on Hand for the projected fiscal year-end is 110 days. Above 45 days meets minimum bond covenants.

Financial Statement Key Points

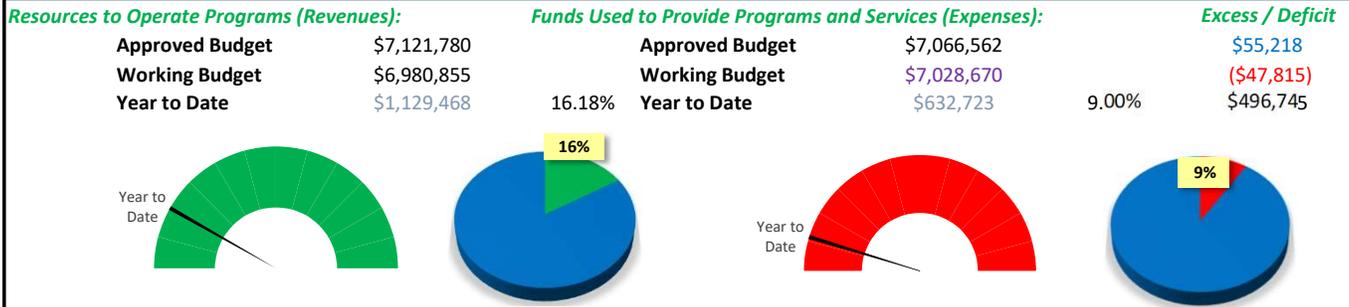
- * As of month-end, 16.67% of the year was complete.
- * Cash Balance as of the reporting period is \$1,964,807.
- * Current year holdback balance is \$130,573 as of the reporting period. The holdback amount is approximately 10% of total state aids. The remaining holdback amount will be paid back to the school in fiscal year 2023.
- * Revenues received at end of the reporting period – 16.2%
- * Expenditures disbursed at end of the reporting period – 9%
- * Nothing significant to mention on the Revenues and Expenditures this month, all is on track currently when comparing budget to actual.

Other Items

- * The Cash Flow will be looked at in more detail this Fall, and an update will be forthcoming as enrollment and spending gets more consistent.
- * The FY21 annual audit is in process. Drafts should be available in October or early November for Finance Committee review.

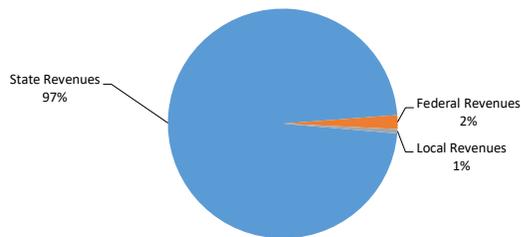
Woodbury Leadership Academy
Woodbury, MN
Financial Statements Dashboard
August 31, 2021

Financial Summary - Budgeted Amounts and Year to Date Activity

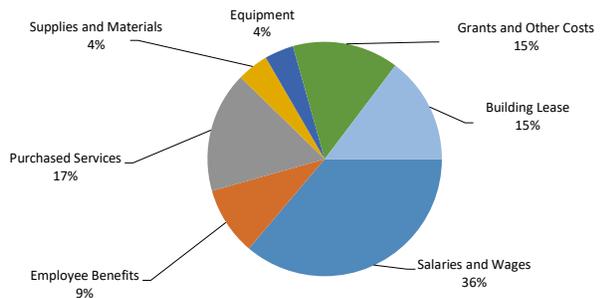


Budgets for the Year

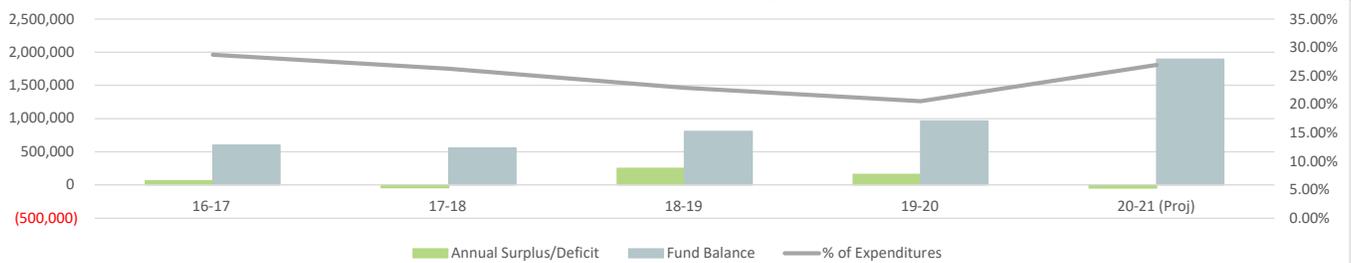
Where funds will come from to operate the school:

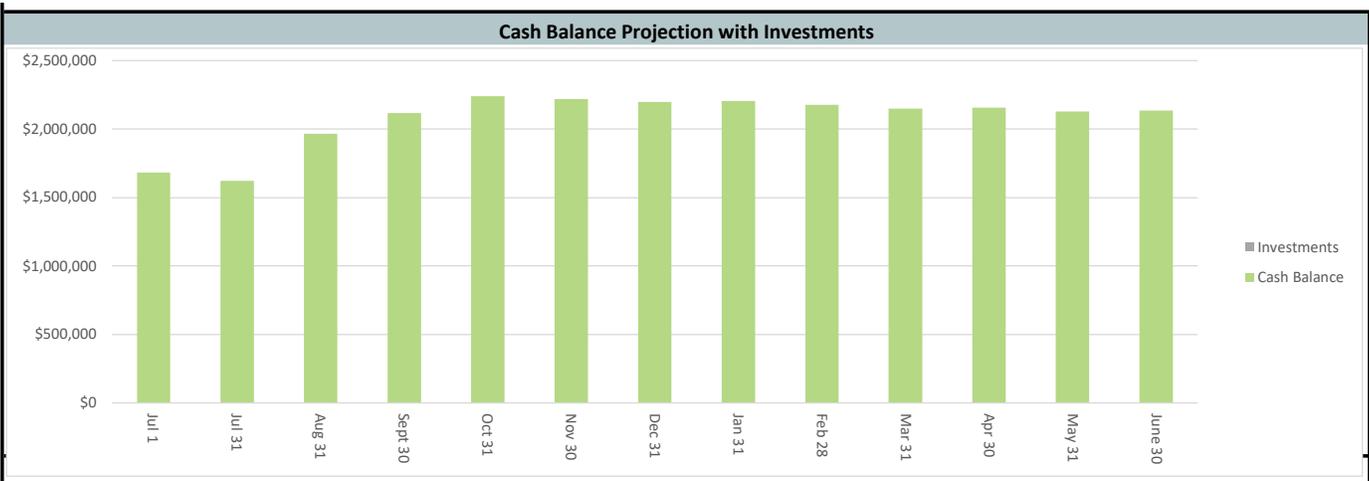
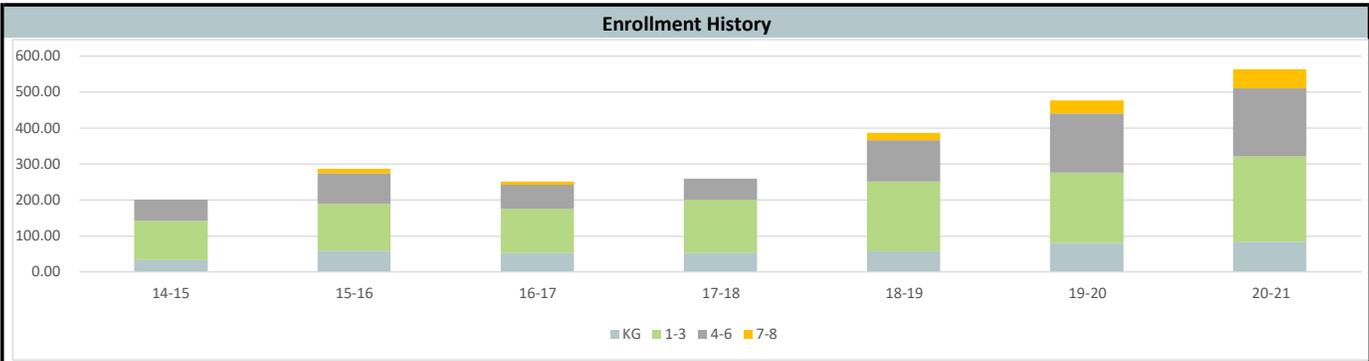
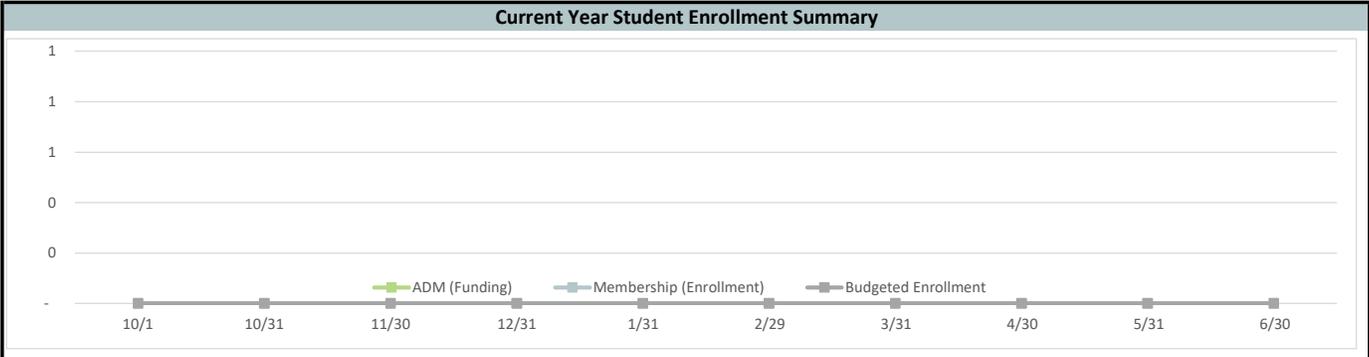
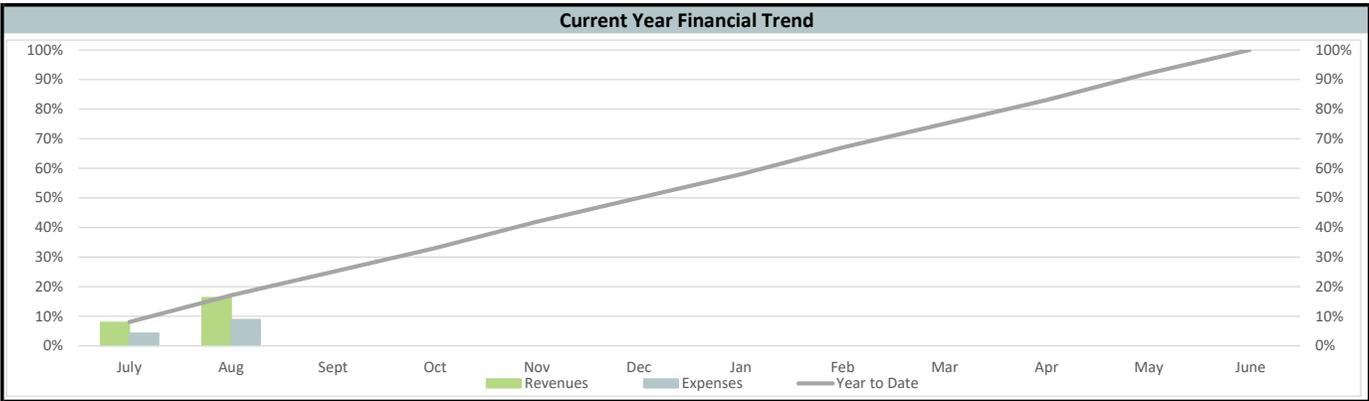


How the money is budgeted to be spent:



Fund Balance History





Woodbury Leadership Academy
Woodbury, MN
Balance Sheet
August 31, 2021

	Unaudited Balance June 30, 2021	Ending Balance
Assets		
Cash and Investments	\$ 1,682,003	\$ 1,964,807
Accounts Receivable	1,027	-
Due from Other Funds	20,741	25,307
State Aids Receivable	619,198	355,834
Current Year State Holdback Receivable		130,573
Federal Aids Receivable	-	6,610
Prepaid Expenses and Deposits	13,176	13,176
Payroll Deductions and Contributions (Prepaid)	-	-
	<hr/>	<hr/>
Total All Assets	\$ 2,336,145	\$ 2,496,306
Liabilities and Fund Balance		
Current liabilities		
Salaries and Wages Payable	\$ 149,938	\$ -
Accounts Payable	117,408	0
Payroll Deductions and Contributions (Owed)	127,430	58,191
Total current liabilities	394,776	58,192
Fund balance		
Fund balance 07-01-2021	\$ 963,443	\$ 1,941,369
Net income to date	977,926	496,745
Total fund balance	1,941,369	2,438,114
	<hr/>	<hr/>
Total liabilities and fund balance	\$ 2,336,145	\$ 2,496,306
<i>Days of cash on hand</i>		110

Woodbury Leadership Academy
Woodbury, MN
Statement of Revenues and Expenditures
August 31, 2021

Months: 2 16.67%

FY 2022 Original Budget 683 ADM 697 PU	FY 2022 Working Budget 655 ADM 668 PU	Year to Date Activity	Percent of Budget	Working Budget Changes
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General Fund - 01

Revenues

State Revenues

General Education Aid	\$ 5,071,928	\$ 4,905,637	\$ 837,899	17.1%	(166,291)
Charter School Lease Aid	916,121	878,015	-	0.0%	(38,106)
Long Term Facilities Maintenance Aid	92,030	88,202	-	0.0%	(3,828)
Literacy Incentive Aid	44,999	44,999	-	0.0%	
Safe School Supplemental Aid	-	-	-	-	
School Land Trust Endowment Aid	20,294	20,294	-	0.0%	
Special Education Aid	792,361	792,361	153,113	19.3%	
Prior Year Adjustments	-	-	-	-	
Estimated State Holdback Amount	-	-	130,573	-	
Total State Revenues	6,937,733	6,729,508	1,121,585	16.7%	

Federal Revenues

Federal Title I, II, V	38,000	36,500	-	0.0%	(1,500)
Federal Special Education	58,900	58,900	1,018	1.7%	
Federal GEER & ESSER	42,347	42,347	5,591	13.2%	
Federal ESSER III	-	70,000	-	0.0%	70,000
PPP Loan	-	-	-	-	
Total Federal Revenues	139,247	207,747	6,610	3.2%	

Local Revenues

Fees from Students	34,500	33,300	24	0.1%	(1,200)
Medical Assistance	1,300	1,300	-	0.0%	
Interest Earnings	4,000	4,000	55	1.4%	
Contributions and Gifts, Grants	5,000	5,000	1,196	23.9%	
Miscellaneous Revenues	-	-	-	-	
Sale of Merchandise/Fundraising	-	-	-	-	
Total local revenues	44,800	43,600	1,274	2.9%	

Total Revenues	\$ 7,121,780	\$ 6,980,855	\$ 1,129,468	16.2%	\$ (140,925)
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Woodbury Leadership Academy
Woodbury, MN
Statement of Revenues and Expenditures
August 31, 2021

Months: 2 16.67%

	FY 2022 Original Budget 683 ADM 697 PU	FY 2022 Working Budget 655 ADM 668 PU	Year to Date Activity	Percent of Budget	Working Budget Changes
Expenditures					
Salaries and Wages	\$ 2,556,500	\$ 2,593,000	\$ 171,174	6.6%	36,500
Employee Benefits	665,124	704,620	52,364	7.4%	39,496
Contracted Services	277,000	263,600	23,315	8.8%	(13,400)
Technology Services	33,600	32,200	2,400	7.5%	(1,400)
Communication Services	10,600	10,200	972	9.5%	(400)
Postage	4,300	4,100	929	22.7%	(200)
Utilities	125,300	125,300	11,214	9.0%	
Property and Casualty Insurance	78,652	77,652	8,119	10.5%	(1,000)
Repairs and Maintenance	132,029	132,029	2,331	1.8%	
Student Transportation	466,608	478,150	46,639	9.8%	
Field Trip Transportation	13,660	13,100	-	0.0%	(560)
Travel and Conferences	22,126	22,126	216	1.0%	
Field Trip Admissions	14,760	14,200	-	0.0%	(560)
Building Lease	1,038,690	1,038,526	187,317	18.0%	(164)
Other Rentals and Leases	2,500	2,400	740	30.8%	(100)
Office Supplies/General Supplies	68,900	41,100	19,536	47.5%	(27,800)
Maintenance Supplies	25,500	24,500	4,658	19.0%	(1,000)
Non-Instructional Software	16,000	23,154	6,332	27.4%	7,154
Instructional Software	12,300	11,800	7,495	63.5%	(500)
Instructional Supplies	82,100	38,300	16,723	43.7%	(43,800)
Textbooks and Workbooks	80,900	77,600	28,579	36.8%	(3,300)
Standardized Tests	12,100	11,600	-	0.0%	(500)
Media/Library Resources	3,100	2,900	-	0.0%	(200)
Food	6,700	6,500	239	3.7%	(200)
Building Improvements	70,000	20,000	8,493	42.5%	(50,000)
Furniture and Other Equipment	87,600	87,600	12,708	14.5%	0
Technology Equipment	79,565	79,565	-	0.0%	0
Principal and Interest - Capital Lease	24,500	23,500	2,577	11.0%	(1,000)
Dues and Memberships	32,600	32,600	120	0.4%	0
School Safety	-	-	-	-	0
Third Party Expenditures	-	-	837	-	0
Give to the Max	5,000	5,000	-	0.0%	0
Director's Discretionary Fund	7,000	7,000	-	0.0%	0
State Special Education	852,001	852,001	10,084	1.2%	0
Federal Title I, II, V	38,000	36,500	-	0.0%	(1,500)
Federal Special Education	58,900	58,900	1,018	1.7%	0
Federal GEER & ESSER	42,347	42,347	5,591	13.2%	0
Federal CRF	-	-	-	-	-
Total expenditures	\$ 7,046,562	\$ 6,993,670	\$ 632,723	9.1%	(52,892)
General fund net income	\$ 75,218	\$ (12,815)	\$ 496,745		(88,033)

Woodbury Leadership Academy
Woodbury, MN
Statement of Revenues and Expenditures
August 31, 2021

Months: 2 16.67%

FY 2022 Original Budget 683 ADM 697 PU	FY 2022 Working Budget 655 ADM 668 PU	Year to Date Activity	Percent of Budget	Working Budget Changes
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Community Services Fund - 04

Revenues

Registration Revenue	\$ -	\$ -	\$ -	-
Total revenues	\$ -	\$ -	\$ -	-

Expenditures

Purchased Services	\$ -	\$ -	\$ -	-
Supplies and Materials, Snacks	-	-	-	-
Equipment	20,000	35,000	-	0.0%
Dues and Memberships	-	-	-	-
Total Expenditures	\$ 20,000	\$ 35,000	\$ -	0.0%

Community Services Fund Net Income	\$ (20,000)	\$ (35,000)	\$ -	
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Total All Funds

Revenues

State Revenues	\$ 6,937,733	\$ 6,729,508	\$ 1,121,585	16.7%	(208,225)
Federal Revenues	139,247	207,747	6,610	3.2%	68,500
Local Revenues	44,800	43,600	1,274	2.9%	(1,200)
Total Revenues	\$ 7,121,780	\$ 6,980,855	\$ 1,129,468	16.2%	(140,925)

Expenditures

Salaries and Wages	\$ 2,556,500	\$ 2,593,000	\$ 171,174	6.6%	36,500
Employee Benefits	665,124	704,620	52,364	7.4%	39,496
Purchased Services	2,219,825	2,213,583	284,193	12.8%	(6,242)
Supplies and Materials	307,600	237,454	83,563	35.2%	(70,146)
Equipment	281,665	245,665	23,778	9.7%	(36,000)
Grants and Other Costs	1,035,848	1,034,348	17,650	1.7%	(1,500)
Total Expenditures	\$ 7,066,562	\$ 7,028,670	\$ 632,723	9.0%	(37,892)

Total Revenues All Funds	\$ 7,121,780	\$ 6,980,855	\$ 1,129,468	16.2%	(140,925)
Total Expenditures All Funds	\$ 7,066,562	\$ 7,028,670	\$ 632,723	9.0%	(37,892)

Net Income - All Funds	\$ 55,218	\$ (47,815)	\$ 496,745		(103,033)
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Beginning Fund Balance, All Funds, July 1, 2021	\$ 1,941,369	\$ 1,941,369		
Projected Fund Balance, All Funds, June 30, 2022	\$ 1,996,587	\$ 1,893,554		
Projected Fund Balance Percentage	28%	27%		

The Working Budget estimates shown on this report are prepared using both the school's estimates and consultant estimates and are prepared for internal use only.

**Woodbury Leadership Academy
Cash Flow Projection Summary
2021-2022 School Year**

Period Ending	Cash Inflows (Revenues)				Total Receipts	Cash Outflows (Expenditures)				Cash Balance
	State Aid Payments	Federal Aid Payments	Other Receipts	Prior Year State and Federal Holdback		Salaries (Cash flow budgeted at Gross but updated at Net)	Other Expenses Actual Includes Benefits (Tax Payments, PERA, TRA) and AP	Payments made on behalf of the building company	Total Expenses	
									Beginning Balance	\$ 1,682,003
Jul 31	\$ 426,662	\$ -	\$ 1,089	\$ -	\$ 427,751	\$ 127,489	\$ 359,298	\$ -	\$ 486,787	1,622,967
Aug 31	\$ 564,349	-	203	308,882	873,434	\$ 153,225	\$ 378,370	-	531,594	1,964,807
Sept 30	\$ 520,330	-	4,480	185,759	710,569	\$ 241,622	\$ 317,207	-	558,829	2,116,547
Oct 31	\$ 520,330	34,464	4,480	123,840	683,113	\$ 241,622	\$ 317,207	-	558,829	2,240,831
Nov 30	\$ 520,330	-	4,480	12,384	537,194	\$ 241,622	\$ 317,207	-	558,829	2,219,196
Dec 31	\$ 520,330	-	4,480	12,384	537,194	\$ 241,622	\$ 317,207	-	558,829	2,197,560
Jan 31	\$ 520,330	34,464	4,480	6,192	565,466	\$ 241,622	\$ 317,207	-	558,829	2,204,197
Feb 28	\$ 520,330	-	4,480	6,192	531,002	\$ 241,622	\$ 317,207	-	558,829	2,176,369
Mar 31	\$ 520,330	-	4,480	6,192	531,002	\$ 241,622	\$ 317,207	-	558,829	2,148,542
Apr 30	\$ 520,330	34,464	4,480	6,192	565,466	\$ 241,622	\$ 317,207	-	558,829	2,155,179
May 31	\$ 520,330	-	4,480	6,192	531,002	\$ 241,622	\$ 317,207	-	558,829	2,127,351
June 30	\$ 520,330	34,464	4,480	6,192	565,466	\$ 241,622	\$ 317,207	-	558,829	2,133,988
Projected	6,194,312	137,855	46,092	680,400	7,058,658	2,696,931	3,909,742	-	6,606,673	
	6,243,960	137,855	44,800	619,198		2,899,462	3,806,489		7,028,670	(421,997)
Totals	6,194,312	137,855	46,092	680,400	7,058,658	2,696,931	3,909,742		6,606,673	2,133,988

Assumptions: 10% State Aid Holdback

This cash flow projection is to be used only to show that if we follow our working budget for the year that we will not encounter cash flow issues and that we will be able to maintain normal operations. It is not meant to be used to accurately predict what expenditures will be incurred in the short-term. Due to the manner in which MDE regulates the funding, abrupt changes may occur in the amounts of the payments. However, the total amount of the state aids should be reasonable given a stable budget.

Woodbury Leadership Academy
Woodbury, MN
Contracted Services Report
August 31, 2021

305 - Contracted Services Detail	FY22				Notes:
	Original Budget	Working Budget	Actual	% spent	
Advertising & Marketing	4,000	4,000	-	0.0%	
Board Related Services	3,500	3,500	-	0.0%	
Financial Management Services	75,435	75,435	13,968	18.5%	
Time & Attendance Fees	11,500	11,500	-	0.0%	
Audit & Tax Services	10,996	10,996	-	0.0%	
Background Checks	1,000	1,000	570	57.0%	
Bank Fees	2,750	2,750	490	17.8%	
Grant Writing	1,000	1,000	-	0.0%	
Benefit Fees	-	-	50	0.0%	
Architect Services	-	-	-	0.0%	
Legal Services	15,000	15,000	-	0.0%	
Substitutes/Student Services/ESL	15,000	15,000	-	0.0%	
Nursing	7,200	7,200	-	0.0%	
Janitorial Services	106,000	106,000	8,237	7.8%	
Other Fees	23,619	10,219	-	0.0%	
	<u>277,000</u>	<u>263,600</u>	<u>23,315</u>	<u>8.8%</u>	



**Woodbury Leadership Academy
Woodbury, MN
District 4228**

Supplemental Reports

August 31, 2021

WOODBURY LEADERSHIP ACADEMY

Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void		Amount
												Date		
OLDN		7054		BP	1	1249	Designs for Learning		No	Yes	No	08/06/2021		196.00
OLDN		7055		BP	1	1387	Kathleen Mortensen		No	Yes	No	08/06/2021		226.22
OLDN		7056		BP	1	1071	West Music		No	Yes	No	08/06/2021		1,389.00
OLDN		7057		BP	1	1115	SpEd Forms, Inc.		No	Yes	No	08/06/2021		2,392.00
OLDN		7058		BP	1	1150	JR Computer Associates		No	Yes	No	08/06/2021		1,200.00
OLDN		7059		BP	1	1461	Gamino's Cleaning Company LLC		No	Yes	No	08/06/2021		6,033.25
OLDN		7060		BP	1	1480	The Cincinnati Insurance Companies		No	Yes	No	08/06/2021		2,636.00
OLDN		7061		BP	1	1504	Assured Security Inc		No	Yes	No	08/06/2021		2,331.00
OLDN		7062		BP	1	1636	Swivl Inc		No	Yes	No	08/06/2021		4,132.00
OLDN		7063		BP	1	1637	Wexford Commerical Construction LLC		No	Yes	No	08/13/2021		37,868.50
OLDN		7064		BP	1	1637	Wexford Commerical Construction LLC		No	Yes	No	08/13/2021		8,492.50
OLDN		7065		Wire	1	1099	MN UI Fund		No	Yes	No	08/31/2021		1,851.00
OLDN		7066		Wire	1	1369	BerganKDV Outsourced Services LLC		No	Yes	No	08/31/2021		342.00
OLDN		7067		Wire	1	1558	Bill.com		No	Yes	No	08/31/2021		89.61
OLDN		7068		Wire	1	1591	PreferredOne Insurance Company		No	Yes	No	08/31/2021		19,879.09
OLDN		7069		Wire	1	1632	Xcel Energy		No	Yes	No	08/31/2021		7,751.99
OLDN		7070		Wire	1	1635	USBank		No	Yes	No	08/31/2021		93,658.45
OLDN		7071		Wire	1	1001	Public Employee Retirement Association		No	Yes	No	08/31/2021		1,050.75
OLDN		7072		Wire	1	1002	Teachers Retirement Association		No	Yes	No	08/31/2021		13,738.26
OLDN		7073		Wire	1	1003	Internal Revenue Service		No	Yes	No	08/31/2021		20,403.70
OLDN		7074		Wire	1	1004	MN Department of Revenue Service		No	Yes	No	08/31/2021		3,327.22
OLDN		7075		Wire	1	1128	AssociatedBank		No	Yes	No	08/31/2021		889.59
OLDN		7076		Wire	1	1417	VOYA		No	Yes	No	08/31/2021		1,739.90
OLDN		7077		BP	1	1015	Amplify Education, Inc.		No	Yes	No	08/23/2021		26,887.68
OLDN		7078		BP	1	1026	Dell Marketing L.P.		No	Yes	No	08/23/2021		12,155.76
OLDN		7079		BP	1	1212	School Outlet		No	Yes	No	08/23/2021		7,771.18
OLDN		7080		BP	1	1245	Institute for Educational Development		No	Yes	No	08/23/2021		7,495.00
OLDN		7081		BP	1	1302	Toshiba Financial Services		No	Yes	No	08/23/2021		1,758.74
OLDN		7082		BP	1	1369	BerganKDV Outsourced Services LLC		No	Yes	No	08/23/2021		6,300.00
OLDN		7083		BP	1	1461	Gamino's Cleaning Company LLC		No	Yes	No	08/23/2021		2,000.00
OLDN		7084		BP	1	1462	Monarch Bus Service Inc		No	Yes	No	08/23/2021		46,639.36
OLDN		7085		BP	1	1627	Hillyard Cleaners		No	Yes	No	08/23/2021		249.62
OLDN		7086		BP	1	1627	Hillyard Cleaners		No	Yes	No	08/23/2021		1,885.28
OLDN		7087		BP	1	1627	Hillyard Cleaners		No	Yes	No	08/23/2021		274.98
OLDN		7088		BP	1	1634	Nitti Sanitation		No	Yes	No	08/23/2021		410.06
OLDN		7094		Wire	1	1508	First Bankcard		No	Yes	No	08/05/2021		12,178.10
OLDN		7095		Wire	1	1508	First Bankcard		No	Yes	No	08/12/2021		6,266.03

WOODBURY LEADERSHIP ACADEMY

Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Pay/Void				Amount
									Print	Recon	Void	Date	
OLDN		7096		Wire	1 1508		First Bankcard		No	Yes	No	08/25/2021	14,479.88
										Bank Total:			\$378,369.70
										Report Total:			\$378,369.70

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
4228	OLDN	1249			Designs for Learning		BP		
				E 01	010 420 000 740 394	FY21 Psych Services: S. Kelley 12.5 hrs @ \$98.		\$196.00	
	PO#:	Voucher #:	7631	Invoice	Invoice No: 440	8/6/2021		Paid Amt: \$196.00	
								Check Amount: \$196.00	
4228	OLDN	1387			Kathleen Mortensen		BP		
				E 01	005 640 000 316 366	Cart Rental		\$11.18	
				E 01	005 640 000 316 366	Mileage 384 @ 0.56/mi		\$215.04	
	PO#:	Voucher #:	7630	Invoice	Invoice No: 6/16/2021	8/6/2021		Paid Amt: \$226.22	
								Check Amount: \$226.22	
4228	OLDN	1071			West Music		BP		
				E 01	010 203 000 000 430	FY22 3 Tubano Drums, Ukulele Rack		\$1,389.00	
	PO#:	Voucher #:	7638	Invoice	Invoice No: SI2025268	8/6/2021		Paid Amt: \$1,389.00	
								Check Amount: \$1,389.00	
4228	OLDN	1115			SpEd Forms, Inc.		BP		
				E 01	010 420 000 419 406	FY22 SPED Forms & MA license		\$2,392.00	
				E 01	010 420 000 419 406	FY22 SPED Forms & MA license		(\$2,392.00)	
				E 01	010 420 000 419 406	FY22 SPED Forms & MA license		\$1,018.35	
				E 01	010 630 000 000 405	FY22 SPED Forms & MA license		\$536.55	
				E 01	010 400 000 372 405	FY22 SPED Forms & MA license		\$837.10	
	PO#:	Voucher #:	7633	Invoice	Invoice No: 1198	8/6/2021		Paid Amt: \$2,392.00	
								Check Amount: \$2,392.00	
4228	OLDN	1150			JR Computer Associates		BP		
				E 01	005 605 000 000 315	FY22 Month to month Contract Services: Aug 21		\$1,200.00	
	PO#:	Voucher #:	7637	Invoice	Invoice No: R20211324	8/6/2021		Paid Amt: \$1,200.00	
								Check Amount: \$1,200.00	
4228	OLDN	1461			Gamino's Cleaning Company LLC		BP		
				E 01	005 810 000 000 305	FY22 Janitorial Services: Carpet Cleaning		\$6,033.25	
	PO#:	Voucher #:	7634	Invoice	Invoice No: 3033	8/6/2021		Paid Amt: \$6,033.25	
								Check Amount: \$6,033.25	
4228	OLDN	1480			The Cincinnati Insurance Companies		BP		
				E 01	005 940 000 000 340	FY22 Acct#1000436769 School Leaders Liability		\$2,636.00	
	PO#:	Voucher #:	7632	Invoice	Invoice No: 7/26/2021	8/6/2021		Paid Amt: \$2,636.00	
								Check Amount: \$2,636.00	
4228	OLDN	1504			Assured Security Inc		BP		
				E 01	005 810 000 000 350	FY22 Repair Power Door Operator		\$2,331.00	
	PO#:	Voucher #:	7636	Invoice	Invoice No: P214182	8/6/2021		Paid Amt: \$2,331.00	
								Check Amount: \$2,331.00	

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
4228	OLDN	1636			Swivl Inc		BP		
				E 01 005 810 000 000 530	Swivl w floor stand-4			\$3,832.00	
				E 01 005 108 000 000 405	Pro Team License 4 @\$75/ea			\$300.00	
	PO#:	Voucher #:	7635	Invoice	Invoice No: IVT20676	8/6/2021		Paid Amt:	\$4,132.00
								Check Amount:	\$4,132.00
4228	OLDN	1637			Wexford Commerical Construction LLC		BP		
				E 01 005 810 000 000 520	FY21 Construction			\$37,868.50	
	PO#:	Voucher #:	7645	Invoice	Invoice No: 21-012-1	8/13/2021		Paid Amt:	\$37,868.50
								Check Amount:	\$37,868.50
4228	OLDN	1637			Wexford Commerical Construction LLC		BP		
				E 01 005 810 000 000 520	FY22 Construction			\$8,492.50	
	PO#:	Voucher #:	7646	Invoice	Invoice No: 21-012-1 FY22	8/13/2021		Paid Amt:	\$8,492.50
								Check Amount:	\$8,492.50
4228	OLDN	1099			MN UI Fund		Wire		
				E 01 005 110 000 000 280	Unemployment Insurance			\$1,851.00	
	PO#:	Voucher #:	7649	Invoice	Invoice No: 8.2.21	8/31/2021		Paid Amt:	\$1,851.00
								Check Amount:	\$1,851.00
4228	OLDN	1369			BerganKDV Outsourced Services LLC		Wire		
				E 01 005 114 000 000 305	KPay Processing Fee			\$342.00	
	PO#:	Voucher #:	7647	Invoice	Invoice No: 8.13.21	8/31/2021		Paid Amt:	\$342.00
								Check Amount:	\$342.00
4228	OLDN	1558			Bill.com		Wire		
				E 01 005 112 000 000 305	Service Fees			\$89.61	
	PO#:	Voucher #:	7648	Invoice	Invoice No: 8.17.21	8/31/2021		Paid Amt:	\$89.61
								Check Amount:	\$89.61
4228	OLDN	1591			PreferredOne Insurance Company		Wire		
				B 01 215 008	July: Health Insurance Premiums- PC02 300.1C			\$19,879.09	
	PO#:	Voucher #:	7650	Invoice	Invoice No: 8.2.21	8/31/2021		Paid Amt:	\$19,879.09
								Check Amount:	\$19,879.09
4228	OLDN	1632			Xcel Energy		Wire		
				E 01 005 810 000 000 330	FY22 Electric Service			\$7,751.99	
	PO#:	Voucher #:	7652	Invoice	Invoice No: 8.26.21	8/31/2021		Paid Amt:	\$7,751.99
								Check Amount:	\$7,751.99
4228	OLDN	1635			USBank		Wire		
				E 01 005 850 000 348 570	Rent			\$93,658.45	
	PO#:	Voucher #:	7651	Invoice	Invoice No: 8.5.21	8/31/2021		Paid Amt:	\$93,658.45
								Check Amount:	\$93,658.45

WOODBURY LEADERSHIP ACADEMY Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
4228	OLDN	1001			Public Employee Retirement Association		Wire		
				B 01 215 017	Payroll Deductions PERA			\$1,050.75	
	PO#:	Voucher #:	7641	Invoice	Invoice No: S2022030	8/31/2021		Paid Amt:	\$1,050.75
								Check Amount:	\$1,050.75
4228	OLDN	1002			Teachers Retirement Association		Wire		
				B 01 215 018	Payroll Deductions TRA			\$11,257.32	
	PO#:	Voucher #:	7575	Invoice	Invoice No: S202124S2	8/31/2021		Paid Amt:	\$11,257.32
				B 01 215 018	Payroll Deductions TRA			\$2,480.94	
	PO#:	Voucher #:	7643	Invoice	Invoice No: S2022030	8/31/2021		Paid Amt:	\$2,480.94
								Check Amount:	\$13,738.26
4228	OLDN	1003			Internal Revenue Service		Wire		
				B 01 215 010	Payroll Deductions FICA			\$3,507.08	
				B 01 215 011	Payroll Deductions Fed Tax			\$1,589.10	
	PO#:	Voucher #:	7640	Invoice	Invoice No: S2022030	8/31/2021		Paid Amt:	\$5,096.18
				B 01 215 010	Payroll Deductions FICA			\$10,426.46	
				B 01 215 011	Payroll Deductions Fed Tax			\$4,881.06	
	PO#:	Voucher #:	7573	Invoice	Invoice No: S202124S2	8/31/2021		Paid Amt:	\$15,307.52
								Check Amount:	\$20,403.70
4228	OLDN	1004			MN Department of Revenue Service		Wire		
				B 01 215 013	Payroll Deductions MN Tax			\$2,540.43	
	PO#:	Voucher #:	7574	Invoice	Invoice No: S202124S2	8/31/2021		Paid Amt:	\$2,540.43
				B 01 215 013	Payroll Deductions MN Tax			\$786.79	
	PO#:	Voucher #:	7642	Invoice	Invoice No: S2022030	8/31/2021		Paid Amt:	\$786.79
								Check Amount:	\$3,327.22
4228	OLDN	1128			AssociatedBank		Wire		
				B 01 215 022	Payroll Deductions - HSA			\$864.59	
	PO#:	Voucher #:	7572	Invoice	Invoice No: S202124S2	8/31/2021		Paid Amt:	\$864.59
				B 01 215 022	Payroll Deductions - HSA			\$25.00	
	PO#:	Voucher #:	7639	Invoice	Invoice No: S2022030	8/31/2021		Paid Amt:	\$25.00
								Check Amount:	\$889.59
4228	OLDN	1417			VOYA		Wire		
				B 01 215 021	TSA			\$1,589.90	
	PO#:	Voucher #:	7576	Invoice	Invoice No: S202124S2	8/31/2021		Paid Amt:	\$1,589.90
				B 01 215 021	TSA			\$150.00	
	PO#:	Voucher #:	7644	Invoice	Invoice No: S2022030	8/31/2021		Paid Amt:	\$150.00
								Check Amount:	\$1,739.90
4228	OLDN	1015			Amplify Education, Inc.		BP		
				E 01 010 201 000 000 460	FY22 CKLA curriculum materials Gr K			\$3,141.72	

WOODBURY LEADERSHIP ACADEMY Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
4228	OLDN	1015			Amplify Education, Inc.		BP		
				E 01 010 203 000 000 460	FY22 CKLA curriculum materials Gr Elem			\$23,745.96	
	PO#:	Voucher #:	7664	Invoice	Invoice No: INV-107507	8/23/2021		Paid Amt:	\$26,887.68
								Check Amount:	\$26,887.68
4228	OLDN	1026			Dell Marketing L.P.		BP		
				E 01 010 630 000 000 456	FY22 12 Teacher Laptops 12 @\$1012.98a/ea			\$12,155.76	
	PO#:	Voucher #:	7653	Invoice	Invoice No: 10510303164	8/23/2021		Paid Amt:	\$12,155.76
								Check Amount:	\$12,155.76
4228	OLDN	1212			School Outlet		BP		
				E 01 010 203 000 000 530	44 @\$164.55 /ea			\$7,771.18	
	PO#:	Voucher #:	7663	Invoice	Invoice No: 81235	8/23/2021		Paid Amt:	\$7,771.18
								Check Amount:	\$7,771.18
4228	OLDN	1245			Institute for Educational Development		BP		
				E 01 010 630 000 000 406	FY22 Epicenter license hosting & support			\$7,495.00	
	PO#:	Voucher #:	7656	Invoice	Invoice No: 2022-156	8/23/2021		Paid Amt:	\$7,495.00
								Check Amount:	\$7,495.00
4228	OLDN	1302			Toshiba Financial Services		BP		
				E 01 010 203 000 000 401	Overages			\$470.09	
				E 01 010 605 000 000 580	FY22 Copier Lease			\$1,288.65	
	PO#:	Voucher #:	7659	Invoice	Invoice No: 5016278150	8/23/2021		Paid Amt:	\$1,758.74
								Check Amount:	\$1,758.74
4228	OLDN	1369			BerganKDV Outsourced Services LLC		BP		
				E 01 005 110 000 000 305	FY22 August Financial Management and Accour			\$6,300.00	
	PO#:	Voucher #:	7654	Invoice	Invoice No: 1138501	8/23/2021		Paid Amt:	\$6,300.00
								Check Amount:	\$6,300.00
4228	OLDN	1461			Gamino's Cleaning Company LLC		BP		
				E 01 005 810 000 000 305	FY22 Janitorial Services: Deep Clean Bathrooms			\$2,000.00	
	PO#:	Voucher #:	7657	Invoice	Invoice No: 3060	8/23/2021		Paid Amt:	\$2,000.00
								Check Amount:	\$2,000.00
4228	OLDN	1462			Monarch Bus Service Inc		BP		
				E 01 005 760 000 720 360	FY22 Busing Contract Pymt 1			\$46,639.36	
	PO#:	Voucher #:	7658	Invoice	Invoice No: 47524	8/23/2021		Paid Amt:	\$46,639.36
								Check Amount:	\$46,639.36
4228	OLDN	1627			Hillyard Cleaners		BP		
				E 01 005 810 000 000 401	FY22: Arsenal Cleaning Supplies			\$249.62	
	PO#:	Voucher #:	7660	Invoice	Invoice No: 604416645	8/23/2021		Paid Amt:	\$249.62
								Check Amount:	\$249.62

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4228	OLDN	1627			Hillyard Cleaners		BP
				E 01	005 810 000 000 401	FY22: Bathroom Supplies	\$1,885.28
	PO#:	Voucher #:	7661	Invoice	Invoice No: 604417853	8/23/2021	Paid Amt: \$1,885.28
							Check Amount: \$1,885.28
4228	OLDN	1627			Hillyard Cleaners		BP
				E 01	005 810 000 000 401	FY22: Bathroom Supplies-Soap	\$274.98
	PO#:	Voucher #:	7662	Invoice	Invoice No: 604422824	8/23/2021	Paid Amt: \$274.98
							Check Amount: \$274.98
4228	OLDN	1634			Nitti Sanitation		BP
				E 01	005 810 000 000 330	FY22 Aug Trash Services	\$410.06
	PO#:	Voucher #:	7655	Invoice	Invoice No: 201752	8/23/2021	Paid Amt: \$410.06
							Check Amount: \$410.06
4228	OLDN	1508			First Bankcard		Wire
				E 01	005 110 000 000 401	Amazon-Hanging files & folders-enrollment	\$204.68
				E 01	005 110 000 000 329	USPS-Postage-Enrollment/Registration	\$759.25
				E 01	005 110 000 000 401	Amazon-Hanging files-enrollment	\$37.98
				E 01	005 110 000 000 329	USPS-Postage-Enrollment/Registration	\$169.50
				E 01	005 110 000 000 320	Tmobile-Cell phone 6/2-7/1/21-ED & Dean	\$130.00
				E 01	005 108 000 000 455	Apple Store-Apple Laptop-KG	\$1,221.00
				E 01	005 108 000 000 405	Adobe-Adobe Pro subscription monthly pmt-7/1/21	\$16.06
				E 01	005 110 000 000 320	Sangoma-SipStation subscription (VoIP) 6/28-7/1/21	\$35.75
				E 01	005 810 000 000 401	Amazon-Bosch drill/impact driver/ bits, carpet gr	\$272.48
				E 01	005 810 000 000 401	Sherwin Williams-Paint-5 gal Balboa Mist & 2 gal	\$203.65
				E 01	005 810 000 000 401	Home Depot-Janitor/Maintenance red tilt truck	\$593.00
				E 01	005 810 000 000 370	Stuff it Moving-16' storage container - 7/20-8/20/21	\$332.00
				E 01	005 810 000 000 401	Amazon-Wall Anchors	\$52.80
				E 01	005 810 000 000 401	Sherwin Williams-Paint-10 gal Balboa Mist	\$306.78
				E 01	005 810 000 000 401	Stuff it Moving-Disc lock for storage container	\$9.95
				E 01	005 810 000 000 401	Amazon-Classroom supplies-9"x12" construction	\$35.00
				E 01	005 810 000 000 370	Stuff it Moving-Monthly storage container rental	\$204.00
				E 01	010 203 000 000 401	All Glides-Chair glides (floor protector) samples	\$6.66
				E 01	010 203 000 000 430	Amazon-5'x8' American Flag for outdoor pole	\$59.62
				E 01	010 203 000 000 430	Amazon-Scissors, art storage bins, dry erase ma	\$98.21
				E 01	010 203 000 000 430	Amazon-Display push pins w/ wooden clips-Art	\$50.80
				E 01	010 203 000 000 430	WalMart-Classroom supplies-water colors, crayc	\$121.29
				E 01	010 203 000 000 430	Center for Responsive-Zenergy Chimes-Respon	\$63.00
				E 01	010 203 000 000 460	Amazon-Book: An Honest Thief (1) MS LA	\$14.99
				E 01	010 203 000 000 401	Amazon-Classroom wall clocks	\$114.12
				E 01	010 203 000 000 401	Amazon-Rubbermaid wheeled trash can-Art	\$140.11

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4228	OLDN	1508			First Bankcard		Wire
				E 01 010 203 000 000 460	Amazon-Books: An Honest Thief (7) MS LA	\$104.93	
				E 01 010 203 000 000 430	Amazon-Classroom supplies-12"x18" constructi	\$38.36	
				E 01 010 203 000 000 401	Amazon-Art materials storage bins	\$117.09	
				E 01 010 203 000 000 401	Ikea-Classroom bookshelves, cubbies, storage b	\$580.52	
				E 01 010 203 000 000 401	Amazon-Flexible classroom seating-balance ball	\$28.87	
				E 01 010 203 000 000 401	Amazon-Flexible classroom seating-stools-Gr 5	\$265.98	
				E 01 010 203 000 000 401	Amazon-Flex classroom seating-balance balls, w	\$552.23	
				E 01 010 203 000 000 401	Amazon-Frosted window privacy film	\$18.89	
				E 01 010 203 000 000 401	Amazon-Flexible classroom seating-wooble stoo	\$119.98	
				E 01 010 203 000 000 430	Carolina Biological Supply-Returned binoculars-r	(\$342.00)	
				E 01 010 203 000 000 430	Amazon-Small clasp envelopes-MS Music	\$25.20	
				E 01 010 203 000 000 401	Salsbury Industries-Lockers-7 sets	\$3,919.77	
				E 01 010 203 000 000 401	Amazon-Storage bins-CKLA curriculum	\$129.99	
				E 01 010 203 000 000 460	Amazon-Books: Dr Heidegger's Experiment (3) I	\$11.85	
				E 01 010 203 000 000 430	Amazon-Teacher Gradebook-MS Music	\$17.95	
				E 01 010 203 000 000 460	Amazon-Books: An Honest Thief (26) MS LA	\$389.74	
				E 01 010 203 000 000 430	Amazon-Jazz in the USA Music Chart Poster-M!	\$30.99	
				E 01 010 203 000 000 430	Amazon-Binding coils	\$54.88	
				E 01 010 203 000 000 430	Blick Art Material-Fish forms, do-a-dot markers-/	\$293.72	
				E 01 010 203 000 000 430	Lakeshore-Alphabet punches-Art	\$96.98	
				E 01 010 203 000 000 401	Amazon-Flex classroom seating-wobble stools-C	\$345.54	
				E 01 010 203 000 000 430	Amazon-Blunt scissors-K	\$11.99	
				E 01 010 203 000 000 430	Ikea-Play kitchen, pots, pans	\$111.97	
PO#:		Voucher #:	7670	Invoice	Invoice No: 8.5.21	8/5/2021	Paid Amt: \$12,178.10
							Check Amount: \$12,178.10

4228	OLDN	1508			First Bankcard		Wire
				E 01 005 110 000 000 401	Amazon-Staff resource manual materials	\$334.02	
				E 01 005 110 000 000 401	Amazon-Letter tray organizer, binding coils, labe	\$52.92	
				E 01 005 110 000 000 401	Amazon-Supplies for Staff Welcome bags-PB ci	\$25.70	
				E 01 005 110 000 000 401	Amazon-Supplies for Staff Welcome bags-note c	\$11.99	
				E 01 005 110 000 000 305	Raptor-Staff annual background check fees	\$570.00	
				E 01 005 110 000 000 401	Amazon-Supplies for Staff Welcome bags-granc	\$25.02	
				E 01 005 110 000 000 401	Amazon-Supplies for Staff Welcome bags-pens,	\$305.89	
				E 01 010 203 000 000 430	Amazon-Geometric tracings shapes-Art	\$69.66	
				E 01 010 203 000 000 430	Amazon-Crayola Light Up Tracing Pads (10)-Art	\$241.70	
				E 01 010 203 000 000 430	Amazon-Color diffusing paper-Art	\$105.20	
				E 01 010 203 000 000 430	Amazon-Transparent Shrink film sheets-Art	\$107.85	
				E 01 010 203 000 000 430	Carolina Biological Supply-Adjust credit issued-r	\$39.10	

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4228	OLDN	1508			First Bankcard		Wire
				E 01 010 203 000 000 430	Amazon-Pony beads, foam sheets, loop scissors	\$87.85	
				E 01 010 203 000 000 430	Amazon-Wired headphones, Circle of Fifths Pos	\$45.87	
				E 01 010 203 000 000 430	Amazon-White Opaque Shrink film sheets-Art	\$128.40	
				E 01 010 203 000 000 460	Amazon-Books-Master & Man & Other Stories-M	\$155.30	
				E 01 010 203 000 000 401	Amazon-Open front students desks (44)-Gr 2	\$3,959.56	
PO#:	Voucher #:	7671	Invoice	Invoice No:	8.12.21	8/12/2021	Paid Amt: \$6,266.03
							Check Amount: \$6,266.03
4228	OLDN	1508			First Bankcard		Wire
				E 01 005 110 000 000 320	HumbleFax-Fax service-8/7-9/7/21	\$10.00	
				E 01 005 110 000 000 401	Amazon-Supplies for Staff Welcome bags-candy	\$38.40	
				E 01 005 110 000 000 401	Office Depot-Staff resource manual printing-part	\$988.00	
				E 01 005 110 000 000 401	Amazon-File cabinet keys-NB	\$13.90	
				E 01 005 108 000 000 455	Amazon-Wireless keyboard & mouse-AS	\$19.99	
				E 01 005 110 000 000 490	Target-Food, beverages-New Staff Inservice	\$64.19	
				E 01 005 110 000 000 490	Jimmy Johns-Sandwiches-New Staff Inservice	\$171.13	
				E 01 005 110 000 000 401	Office Depot-Staff resource manual printing-fina	\$1,045.38	
				E 01 005 810 000 000 401	The Home Depot-Furniture polish, joint tape	\$10.25	
				E 01 005 810 000 000 401	Amazon-Window privacy film-frosted	\$95.45	
				E 01 005 810 000 000 401	Target-Carpet cleaner & solution	\$166.98	
				E 01 005 810 000 000 370	Stuff it Moving & Storage-Monthly storage rental	\$204.00	
				E 01 005 810 000 000 401	Amazon-Magnetic lockdown door strips	\$34.78	
				E 01 005 810 000 000 401	The Home Depot-Ratchet, screwdriver, bits, utiliti	\$49.85	
				E 01 005 810 000 000 401	Amazon-Building access swipe cards	\$38.40	
				E 01 005 110 000 000 490	Target-Bottled water for Board meetings/ground	\$3.33	
				E 01 010 203 000 000 430	Amazon-Notebook journals-MS Music	\$88.13	
				E 01 010 203 000 000 430	Amazon-Periodic table poster-MS Science	\$12.86	
				E 01 010 203 000 000 430	Amazon-Laminating sheets-Gr 2	\$31.99	
				E 01 010 203 000 000 430	Gopher Sport-Vinyl numbered spots - PE	\$323.68	
				E 01 010 203 000 000 401	Decker Equipment-Qball glides-chair leg floor pr	\$2,414.63	
				E 01 010 203 000 000 430	Target-Classroom science experiment supplies-l	\$24.15	
				E 01 010 203 000 000 430	Amazon-AA batteries-Art light boxes, Science lal	\$43.86	
				E 01 010 203 000 000 401	Lakeshore Learning-Flexible seating-floor seats	\$85.88	
				E 01 010 203 000 000 401	Michael's-10 drawer cart-EA materials storage	\$29.99	
				E 01 010 203 000 000 401	Amazon-Small classroom rug-Gr 2	\$11.73	
				E 01 010 203 000 000 401	Amazon-Velcro tape-wall hanging	\$8.89	
				E 01 010 640 000 316 366	Center for Responsive-Books-Strengthening the	\$216.00	
				E 01 010 203 000 000 401	Amazon-Command strips & hooks-wall hanging	\$46.44	
				E 01 010 203 000 000 401	Joann-10 yds colored fleece-bus loading flags	\$91.68	

WOODBURY LEADERSHIP ACADEMY

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4228	OLDN	1508			First Bankcard		Wire
			E	01	010 203 000 000 530	Grafe Auction Co-Classroom chairs-91 (Cedar F	\$1,105.07
			E	01	010 630 000 000 456	Grafe Auction Co-Chromebooks-7 (Cedar Rivers	\$454.30
			E	01	010 203 000 000 401	The Home Depot-10 dowels-bus loading flags	\$57.60
			E	01	010 203 000 000 401	Prime Ed Products-Classroom easel-Gr 2	\$61.72
			E	01	010 203 000 000 401	Amazon-Metal clipboards w/ storage-paras & bu	\$508.00
			E	04	005 505 000 000 530	Rainbow Play Systems-Playground maintenance	\$2,894.00
			E	04	005 505 000 000 530	Rainbow Play Systems-Dwnpmt-Rainbow Play \	\$2,500.00
			E	01	010 720 000 000 401	OTC Brands Inc-Red First Aid bags for classroc	\$93.98
			E	01	010 720 000 000 401	Amazon-Vaseline petroleum jelly	\$15.40
			E	01	010 720 000 000 401	Amazon-Nose bleed clips	\$14.99
			E	01	010 720 000 000 401	Amazon-Bandages, vomit bags, hand sanitizer, c	\$362.85
			E	01	010 720 000 000 401	Amazon-Cotton swabs	\$8.98
			E	01	010 720 000 000 401	Amazon-Dixie cups	\$19.05
PO#:	Voucher #:	7672	Invoice		Invoice No: 8.25.21	8/25/2021	Paid Amt: \$14,479.88
							Check Amount: \$14,479.88
							Report Total: \$378,369.70

WOODBURY LEADERSHIP ACADEMY

Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
1736	4228	OLDN	CR0821													
FY22 Mighty Cause Donation				1740	Credit	A	08/10/21	Check	1	M						
							4228	R	01	005	000	000	000	096		
										Miscellaneous Customer						
										FY22 Mighty Cause Donation					20.00	0.00
														Receipt Total:	\$20.00	\$0.00
														Deposit Total:	\$20.00	\$0.00
1737	4228	OLDN	CR0821													
FY22 IDEAS				1741	Credit	A	08/13/21	Check	1	M						
							4228	B	01	121	000					
							4228	R	01	005	000	000	000	211		
										Miscellaneous Customer						
										FY21 Charter School Lease					18,259.34	0.00
										FY22 Gen Ed Aid					316,650.91	0.00
														Receipt Total:	\$334,910.25	\$0.00
														Deposit Total:	\$334,910.25	\$0.00
1738	4228	OLDN	CR0821													
FY22 IDEAS				1742	Credit	A	08/30/21	Check	1	M						
							4228	B	01	121	000					
							4228	B	01	121	000					
							4228	B	01	121	000					
							4228	B	01	121	000					
							4228	B	01	121	000					
							4228	R	01	005	000	000	000	211		
							4228	R	01	005	000	000	740	360		
										Miscellaneous Customer						
										FY21 Gen Ed Aid					224,534.06	0.00
										FY21 Sped Aid					19,356.03	0.00
										FY21 Charter School Lease Ai					22,636.54	0.00
										FY21 Lt Fac Maint Aid					4,108.26	0.00
										FY21 Literacy Aid					1,349.98	0.00
										FY22 Gen Ed Aid					94,585.59	0.00
										FY22 SPED Aid					153,112.83	0.00
														Receipt Total:	\$519,683.29	\$0.00
														Deposit Total:	\$519,683.29	\$0.00
1739	4228	OLDN	CR0821													
FY22 August Interest				1743	Credit	A	08/31/21	Check	1	I						
							4228	R	01	005	000	000	000	092		
										Interest						
										Interest Earnings					27.34	0.00
														Receipt Total:	\$27.34	\$0.00
														Deposit Total:	\$27.34	\$0.00
1740	4228	OLDN	CR0821													
FY22 Amazon Smile Donations				1744	Credit	A	08/16/21	Check	1							
							4228	R	01	005	000	000	000	096		
										DONATE Donations						
										FY22 Amazon Smile Donations					155.61	0.00
														Receipt Total:	\$155.61	\$0.00
														Deposit Total:	\$155.61	\$0.00

WOODBURY LEADERSHIP ACADEMY

Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount	
1741	4228	OLDN	CR0821														
FY22 SERVS				1745	Credit	A	08/19/21	Check	1	M							
										Miscellaneous Customer							
							4228	B	01	122	000				7,147.21	0.00	
							4228	B	01	122	000				564.30	0.00	
							4228	B	01	122	000				72.70	0.00	
							4228	B	01	122	000				1,548.36	0.00	
															Receipt Total:	\$9,332.57	\$0.00
															Deposit Total:	\$9,332.57	\$0.00
1742	4228	OLDN	CR0821														
FY22 SERVS				1746	Credit	A	08/26/21	Check	1	M							
										Miscellaneous Customer							
							4228	B	01	122	000				9,305.00	0.00	
															Receipt Total:	\$9,305.00	\$0.00
															Deposit Total:	\$9,305.00	\$0.00
															Report Total:	\$873,434.06	\$0.00

WOODBURY LEADERSHIP ACADEMY
Journal Entry Listing

JE Cd	Period	Date	St	Src	Ref	Description	Detail Desc	L	Fd	Org	Pro	Crs	Fin	O/S	Account Description	Debit Amount	Credit Amount
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No Journal Entries in August.



Meeting: Governance Committee

Date: Wednesday, September 8, 2021

Time: 4:30 p.m.

Location: WLA School zoom.us account

Minutes:

The meeting was called to order by Jessica Erickson at 4:30 pm.

Members Present: Jess Erickson, Natalie Sjoberg, Erin Neumann

Members Absent: Kylie Griffith, Shelbi Pool, and Kathy Mortensen

Development, Discussion, and Recommendations

- Policy: 413 Harassment and Violence
 - We reviewed the policy and made a few edits. Some of the wording was highlighted for Kathy to review.
 - Ready for second reading at next board meeting
- Policy 418
 - We began reviewing this policy, but as we read it over had a few questions for the executive director. We will revisit this policy at the next governance meeting.
- Policy 417: Chemical Use and Abuse
 - We began reviewing this policy, but as we read it over had a few questions for the executive director. We will revisit this policy at the next governance meeting.

Future Discussions

- The governance committee will be reviewing the following policies
 - 417: Chemical Use and Abuse along with policy 418: Drug-Free Workplace/Drug-Free School.
 - 626: Secondary Grading and Reporting Pupil Achievement
 - 303: Background Checks

Housekeeping

Next Regularly Scheduled WLA Board of Directors Governance Committee Meeting

Date: Wednesday, October 13, 2021

Time: 4:30 p.m.

Location: Woodbury Leadership Academy Zoom.us account

Meeting adjourned at 5:15 pm

Adopted: June 24th, 2014

Amended: February 2015

Updated: May 12, 2021

Board Approved:

418 DRUG-FREE WORKPLACE/DRUG-FREE SCHOOL

I. PURPOSE

The purpose of this policy is to maintain a safe and healthful environment for employees and students by prohibiting the use of alcohol, toxic substances and controlled substances without a physician's prescription.

II. GENERAL STATEMENT OF POLICY

- A. Use of controlled substances, toxic substances, and alcohol before, during, or after school hours, at school or in any other school location, is prohibited as general policy. Paraphernalia associated with controlled substances is prohibited.
- B. It shall be a violation of this policy for any student, teacher, administrator, other school personnel, or member of the public to use alcohol, toxic substances, or controlled substances in any school location.
- C. Woodbury Leadership Academy will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or member of the public who violates this policy.
- D. This policy is consistent with and follows the guidance outlined in Policy 419 Tobacco-Free Environment.

III. DEFINITIONS

- A. "Alcohol" includes any alcoholic beverage, malt beverage, fortified wine, or other intoxicating liquor.
- B. "Controlled substances" include narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substance as defined in Schedules I through V of the Controlled Substances Act, 21 U.S.C. § 812, including analogues and look-alike drugs.
- C. "Toxic substances" includes glue, cement, aerosol paint, or other substances used or possessed with the intent of inducing intoxication or excitement of the central nervous system.
- D. "Use" includes to sell, buy, manufacture, distribute, dispense, possess, use, or be under the influence of alcohol and/or controlled substances, whether or not for the purpose of receiving remuneration or consideration.
- E. "Possess" means to have on one's person, in one's effects, or in an area subject to

one's control.

F. "School location" includes any school building or on any school premises; in any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities; off school property at any school-sponsored or school-approved activity, event, or function, such as a field trip or athletic event, where students are under the jurisdiction of Woodbury Leadership Academy; or during any period of time such employee is supervising students on behalf of Woodbury Leadership Academy or otherwise engaged in school business.

IV. EXCEPTIONS

- A. It shall not be a violation of this policy for a person to bring onto a school location, for such person's own use, a controlled substance which has a currently accepted medical use in treatment in the United States and the person has a physician's prescription for the substance. The person shall comply with the relevant procedures of this policy.
- B. It shall not be a violation of this policy for a person to possess an alcoholic beverage in a school location when the possession is within the exceptions of Minn. Stat. § 624.701, Subd. 1a (experiments in laboratories; pursuant to a temporary license to sell liquor issued under Minnesota laws or possession after the purchase from such a temporary license holder).

V. PROCEDURES

- A. Students who have a prescription from a physician for medical treatment with a controlled substance must comply with Woodbury Leadership Academy's student medication policy.
- B. Employees who have a prescription from a physician for medical treatment with a controlled substance are permitted to possess such controlled substance and associated necessary paraphernalia, such as an inhaler or syringe. The employee must inform **administration** ~~his or her director~~. The employee may be required to provide a copy of the prescription.
- C. Each employee shall be provided with written notice of this Drug-Free Workplace/Drug-Free School policy and shall be required to acknowledge that he or she has received the policy.
- D. Employees are subject to Woodbury Leadership Academy's drug and alcohol testing policies and procedures.
- ~~E. Members of the public are not permitted to possess controlled substances in a school location except with the express permission of the director.~~
- F. Possession of alcohol on school grounds pursuant to the exceptions of Minn. Stat. § 624.701, Subd. 1a, shall be by permission of the school board only. The applicant shall apply for permission in writing and shall follow the school board procedures for placing an item on the agenda.

VI. ENFORCEMENT

A. Students

1. A student who violates the terms of this policy shall be subject to discipline in accordance with Woodbury Leadership Academy's discipline policy. Such discipline may include suspension or expulsion from school.
2. The student may be referred to a drug or alcohol assistance or rehabilitation program and/or to law enforcement officials when appropriate.

B. Employees

1. As a condition of employment in any federal grant, each employee who is engaged either directly or indirectly in performance of a federal grant shall abide by the terms of this policy and shall notify **administration** ~~his or her director~~ in writing of his or her conviction of any criminal drug statute for a violation occurring in any of the places listed above on which work on a school federal grant is performed, no later than five (5) calendar days after such conviction.
2. An employee who violates the terms of this policy is subject to disciplinary action, including nonrenewal, suspension, termination, or discharge as deemed appropriate by the school board.
3. In addition, any employee who violates the terms of this policy may be required to satisfactorily participate in a drug and/or alcohol abuse assistance or rehabilitation program approved by Woodbury Leadership Academy. Any employee who fails to satisfactorily participate in and complete such a program is subject to nonrenewal, suspension, or termination as deemed appropriate by the school board.
4. Sanctions against employees, including nonrenewal, suspension, termination, or discharge shall be pursuant to and in accordance with applicable statutory authority, and school policies.
5. Woodbury Leadership Academy shall establish an on-going drug-free awareness program to inform employees about:
 - a. The dangers of drug abuse in the workplace;
 - b. Woodbury Leadership Academy's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace

C. The Public

A member of the public who violates this policy shall be informed of the policy and asked to leave. If necessary, law enforcement officials will be notified and asked to provide an escort.



Meeting: Facilities Committee

Date: Tuesday, September 14 2021

Time: 4:30 p.m.

Location: Virtual Meeting

Minutes:

The meeting was called to order by Jason Livingston at 4:30 p.m.

Role call. Members Present:, Jason Livingston, Kathy Mortensen, Jolene Skordahl, Diane Thiels, Mandi Folks,

Members Absent: Andy Sharp

Others in attendance: Shawn Smith ,

The meeting ended at 6:24 p.m.

Development, Discussion, and Recommendations

- Tax Exemption Update - Once Title provides recorded deed, Craig Kepler can file the tax-exempt application with Washington County. *Note – a value appeal is under way and there might be a refund later this year or early next year.
- Project & Design Update Meetings are onsite every Tuesday at 11:30. The gym is still on budget, but unfortunately is no longer on time.
- There has been a delay in wall panels to late October. The plant had a Covid outbreak and had to close for a couple of weeks. This could push our completion date back a few weeks to end of April/Early May 2022.
- The committee worked through some design decisions regarding: 1) Trash Enclosure 2) Garage/Storage 3) Concession Design 4) Lockers 5) Cornice
- Our Signage needs to be updated consistent with the lease. Kathy will work with Shawn.
- The East Playground construction is underway! We hope to have an additional playset soon!
- We will discuss the Board/Facilities Photo Op in October at the Board meeting.

Housekeeping

Next Regularly Scheduled WLA Board of Directors Facilities Committee Meeting

Date: Tuesday, October 12, 2021

Time: 4:30 p.m. via Zoom