



BOD Meeting
 February 25, 2025
 8430 Woodbury Crossing, Woodbury, MN 55125
 Room 4A
MEETING MINUTES

- 1. BOD meeting called to order by chair at 6:00pm.**
- 2. Reading of Mission, Vision, Land Acknowledgement**
 Vision and Mission read by Abigail Wudmatas
 Land Acknowledgement read by Nneka Amadi
- 3. Roll Call of Members**

Name	Present/Absent
Wendell Sletten, Teacher Member, BOD Chair	Present
Brian Linzmeier, Community Member, Vice-Chair	Present
Isaac Leonhardi, Teacher Member, Treasurer	Present
Sarah Harms, Teacher Member, Secretary	Present
Tamara Brooks, Teacher Member	Present
Dan Ellingson, Parent Member	Present
Jules Kinkel, Community Member	Present
Kari Koerner, Parent Member	Present
Mary Yapp, Parent Member	<i>Absent</i>
Kate Hinton, Ex-officio, Executive Director	Present
Nneka Amadi, Ex-officio, Student Representative	Present
Abigail Wudmatas, Ex-officio, Student Representative	Present

- 4. Open Forum**
 - a. None Received.
- 5. Approval of Agenda**



Motion	I move to approve the agenda.
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Made By	Linzmeier	Seconded By	Kinkel
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Discussion	None.
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Vote		Yes	Sletten Linzmeier Leonhardi Harms Brooks Kinkel Koerner Ellingson	No	<i>None</i>	Abstain	<i>None</i>
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Decision	Motion passes unanimously.
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6. Conflict of Interest

- a. None stated.

7. Approval of Minutes

Motion	I motion to approve the minutes.
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Made By	Koerner	Seconded By	Brooks
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Discussion	Page 6, F. remove "governance" before meeting.
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Vote		Yes	Sletten Linzmeier Leonhardi Harms Brooks Kinkel Koerner Ellingson	No	<i>None</i>	Abstain	<i>None</i>
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Decision	Motion passes unanimously.
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8. Board Recognition

- a. Tamara Brooks - Finalist for Woodbury Educator of the Year
- b. Will Coulter - Participated in All State Band

9. Consent Agenda

Motion	I move to approve the consent agenda.
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Made By	Kinkel	Seconded By	Linzmeier
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Discussion	None.
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Vote		Yes	Sletten Linzmeier Leonhardi Harms Brooks Kinkel Koerner Ellingson	No	<i>None</i>	Abstain	<i>None</i>
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Decision	Motion passes unanimously.
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10. Board and Administration Reports

a. Student Rep Reports

- i. Multicultural Night will be April 24th.
- ii. Juniors and Seniors may participate in Woodbury's Youth Engagement Leadership Academy this summer.
- iii. Student Recognition: Amerigo Tesoro for being a candidate for the US Presidential Scholars Program.
- iv. FTC Robotics team Cyber Machina won 2nd place at the state final for design.
- v. BSU has been presenting in Advisories throughout February to reach every MSA student to teach them Black History.
- vi. BSU attended Youth Day at the Capitol today, Feb. 25.
- vii. HOSA was tied for 1st place for top HOSA chapter in MN. This is MSA's first year hosting HOSA.



b. Board Report

- i. The Board Retreat was held on Feb 8th where we worked through conflicts and experience cubes.

c. ED Report

i. Strategic Plan

1. Work completed: Built up MTSS and supports in reading and math. Added a Math Intervention class. Established an equity team and changed our focus to reflect that every student is a Gen-Ed student first. Expanded conference dates and times to make contact with as many families as possible. PLC and SST teams are built into the workday. Learning targets are aligned to standards in required courses.
2. Work In Progress: Continuing DEI training and an action plan for the equity audit. Work is continuing to improve our work with students with disabilities. MTSS work is continuing to close achievement gaps.
3. Work on Pause: The study of the math progression is not as pressing because of our MTSS improvements.
4. Updated schedule to allow for PLC and SST meetings, added in SEL time to integrate to more classes.

ii. **Expansion Report**

1. School bylaws must be updated to add a sentence reflecting MN Statute 124E.07 sub 3(c): Individual liability for failure to disclose conflicts of interest.
2. The Building Company bylaws must be updated to reflect recent legislative changes, they have not been updated since Building B's construction.
 - a. Michelle Richards has stepped up to serve on the building company board since those members cannot serve on MSA school board.
3. Bonding: met on Feb 11 with S&P Global. Feb 26 at the Woodbury City Council meeting we are on their consent agenda. Bonds are closing on March 25 and we can close on the property shortly after.
4. 9025 Bailey Rd is our official address.
5. The construction contract is on the agenda for tonight, there are two contracts: Labor and Materials, totalling 34 million.
6. Q: Have we heard anything about increasing costs? A: They are preparing for a 1-2% increase on steel. Q: Can we schedule a groundbreaking event? A: When we get a date.

11. Action Items

a. Bylaw Update

Motion	I motion to pass the Bylaws Update.
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Made By	Brooks	Seconded By	Kinkel
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Discussion	Legislative, straightforward.
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Vote		Yes	Sletten Linzmeier Leonhardi Harms Brooks Kinkel Koerner Ellingson	No	<i>None</i>	Abstain	<i>None</i>
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Decision	Motion passes unanimously.
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b. Ratification of Building Company Membership with members: Michelle Richards, Denise Spiess, and Joell Pundsack

Motion	I move to approve the building company membership.
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Made By	Linzmeier	Seconded By	Leonhardi
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Discussion	None.
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Vote		Yes	Sletten Linzmeier Leonhardi Harms Brooks Kinkel Koerner Ellingson	No	<i>None</i>	Abstain	<i>None</i>
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Decision	Motion passes unanimously.
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c. Building Company By-Laws Update



Motion	I move to pass the Bylaws of the building company update.
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Made By	Kinkel	Seconded By	Koerner
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Discussion	Extend gratitude to Greg Kepler for catching this.
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Vote		Yes	Sletten Linzmeier Leonhardi Harms Brooks Kinkel Koerner Ellingson	No	<i>None</i>	Abstain	<i>None</i>
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Decision	Motion passes unanimously.
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d. Construction Contracts

Motion	I motion to pass the building company contracts.
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Made By	Ellingson	Seconded By	Harms
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Discussion	If there is delay there is a \$3000 charge per day for the first 5 days then \$5000 every day after, it seems low compared to funding we would lose. It is for the subcontractors.
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Vote		Yes	Sletten Linzmeier Leonhardi Harms Brooks Kinkel Koerner Ellingson	No	<i>None</i>	Abstain	<i>None</i>
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Decision	Motion passes unanimously.
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e. Expansion - Bonding Resolution

Motion	I move to pass the bonding resolution.
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Made By	Ellingson	Seconded By	Kinkel
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Discussion	Changed a few times this week due to bond runs. Rating is not in yet, expected for the end of the week.
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Vote	Yes	No	Abstain	None	
	Sletten Linzmeier Leonhardi Harms Brooks Kinkel Koerner Ellingson				

Decision	Motion passes unanimously.
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f. Approval of the 2025/2026 Lottery

Motion	I motion to approve the lottery.
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Made By	Koerner	Seconded By	Leonhardi
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Discussion	Smooth process and thanks to Caitlin and Justin for getting through everything. Most who attended got in. Siblings in some grades are on the waitlist, we might have some getting in later. Want to keep it at the number and not overaccept in case it doesn't fall back.
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Vote		Yes	Sletten Linzmeier Leonhardi Harms Brooks Kinkel Koerner Ellingson	No	<i>None</i>	Abstain	<i>None</i>
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Decision	Motion passes unanimously.
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g. 2025/2026 School Calendar

Motion	I motion to approve the school calendar.
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Made By	Brooks	Seconded By	Harms
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Discussion	Workday on May 22nd next year for packing. Need to be out of the building quickly, so staff should do things earlier rather than put it off in June. Conferences are kept mostly the same, high school has low attendance. PSAT on Oct 15, everyone else has Digital day, bussing still available. February 12th C (conference day) should not be there, it will be removed. Keeping building phases out of the school calendar, keeping on expansion side. Amendments can be changed mid-year if needed.
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Vote		Yes	Sletten Linzmeier Leonhardi Harms Brooks Kinkel Koerner Ellingson	No	<i>None</i>	Abstain	<i>None</i>
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Decision	Motion passes unanimously.
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h. Approval of the Election Plan



Motion	I move to pass the election plan.
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Made By	Linzmeier	Seconded By	Sletten
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Discussion	Similar process to last year with addition of a question forum that will be videoed and posted.
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Vote		Yes	Sletten Linzmeier Leonhardi Harms Brooks Kinkel Koerner Ellingson	No		Abstain	
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Decision	Motion passes unanimously.
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12. Future BOD Items

- a. Election
- b. BOD Survey Results will be available but maybe not ready for discussion.
- c. February’s finance meeting was cancelled due to weather. January and February’s financials will be discussed at the March meeting.
- d. Day at the Capitol is March 5th.

13. Adjournment

Motion	I move to adjourn.
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Made By	Linzmeier	Seconded By	Brooks
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Discussion	None.
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Vote		Yes	Sletten Linzmeier Leonhardi Harms Brooks Kinkel Koerner Ellingson	No	<i>None</i>	Abstain	<i>None</i>
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Decision	Motion passed unanimously.
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Meeting adjourned at 6:55pm

Submitted: Caitlin Bond, Board Recorder

Approved: Sarah Harms, Board Secretary