



The monthly meeting of the Board of Directors held on Tuesday,
July 2021 at 6:00 pm.

General Business:

Call to order: 6:00 pm

Roll Call:

Board Members/Director Present or Absent:

name	present/absent
Mira Norcross (Chair and Parent)	Present
Jennifer May (Vice- Chair and Parent)	Present
Jessie Sheldon (Secretary and Teacher)	Present
Erin Ribar (Parent)	Present
Jim Redfield (Community Member)	Present
Maggie Chen (Teacher)	Present
Kaari Rodriguez (Teacher)	Present
Corey Purkat (Parent)	Present
Shannon Peterson (Interim Executive Director)	Present
Julie Lundgren (CFO, Ex Officio Member)	Present

Unscheduled Visitors: None

name	position/role

Review of Agenda:

- Add FY21 to action Item
- Move appointment of board school board officers to before school update
- Add letter of resignation to action item
- Add appointment of new board member to action item

Conflict of Interest: None

Scheduled Visitors:

name	position/role
Sarah Ray	Upper School DP Coordinator

Affirmations: Affirmation to Sarah Ray, DP coordinator to guide the first cohort through a crazy first two years of the DP. Affirmation to all who helped with graduation. Affirmation to Jim Redfield and all who attended the VOA conference. Affirmation to Julie Lundgren and finance committee for winning the CFO award at the VOA conference.

Action Item: Appoint School Board Officers- Chair

Explanation	
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Motion	Motion to appoint Mira Norcross as Chair
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Made by	Jennifer May	Seconded by	Erin Ribar
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Discussion	
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Vote		Yea	7	Nay		Abstain	1
			Chen May Purkat Redfield Ribar Rodriguez Sheldon				Norcross

Decision	Motion carries
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Action Item: Appoint School Board Officers- Vice Chair

Explanation	
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Motion	Motion to appoint Jennifer May as Vice Chair
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Made by	Jennifer May	Seconded by	Kaari Rodriguez
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Discussion	
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Vote		Yea	7	Nay		Abstain	1
			Chen May Purkat Redfield Ribar Rodriguez Sheldon				Norcross

Decision	Motion carries
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Action Item: Appoint School Board Officers- Secretary

Explanation	
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Motion	Motion to appoint Jessie Sheldon as Secretary
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Made by	Jennifer May	Seconded by	Jessie Sheldon
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Discussion	
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Vote		Yea	7	Nay		Abstain	1
			Chen May Purkat Redfield Ribar Rodriguez Sheldon				Norcross

Decision	Motion carries
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Action Item: Appoint School Board Officers- Treasurer

Explanation	
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Motion	Motion to appoint Jim Redfield as Treasurer
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Made by	Jennifer May	Seconded by	Kaari Rodriguez
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Discussion	
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Vote		Yea	7 Chen May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 Norcross
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Decision	Motion carries
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School Update: Executive Director Report

1. Strategic Plan #1 Attract and Retain Students- Numbers at kinder prep are almost at capacity, lower school enrollment is slightly higher with 115 in kinder Spanish and 7 new students enrolled in the new first grade Spanish program. The IB Diploma program successfully completed its first cohort. 19 students received the platinum Spanish bilingual certificate. 11% of students who received community scholarship awards were LILA students. Director Peterson will be bringing back MyLILA@Lunch sessions as a way for families to stay informed and connected to the school.
2. Strategic Plan #2 Attract and Retain Staff- Lower school has all staff hired but many have not received visas to come to the US. Upper school is still in the process of hiring a few more teachers. Teacher retention rate is 87%.
3. Strategic Plan #3 Sustainable Finances- Enrollment continues to impact our funding.
4. Strategic Plan #4 Facilities- Lower school sentry entry construction project is underway

to be completed in October. The Kinder Center Exterior Canopy project is underway and will be completed prior to the start of the school year.

Action Item: Treasurer’s Report (May 2021 financial reports)

Explanation							
Motion	Motion to approve Treasurer’s Report (May 2021 financial reports)						
Made by	Jim Redfield			Seconded by	Jennifer May		
Discussion							
Vote		Yea	7 Chen May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 Norcross
Decision	Motion carries						

Action Item: Policy 116 Depository Designation and Electronic Funds Transfer Authority

Explanation							
Motion	Motion to approve Policy 116 <i>Depository Designation and Electronic Funds Transfer Authority</i>						
Made by	Kaari Rodriguez			Seconded by	Jessie Sheldon		
Discussion							
Vote		Yea	7 Chen May	Nay		Abstain	1 Norcross

			Purkat Redfield Ribar Rodriguez Sheldon				
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Decision	Motion carries
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Action Item: Appoint two LILA Building Company board members (one-year terms)

Explanation	
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Motion	Motion to approve appoint two LILA Building Company board members (one-year terms)
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Made by	Jim Redfield	Seconded by	Corey Purkat
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Discussion	
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Vote		Yea	7 Chen May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 Norcross
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Decision	Motion carries
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Action Item: Policy 114 General Accounting Principles

Explanation	
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Motion	Motion to approve Policy 114 <i>General Accounting Principles</i>
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Made by	Jim Redfield	Seconded by	Jennifer May
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Discussion	
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Vote		Yea	7 Chen May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 Norcross
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Decision	Motion carries
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Action Item: Policy 108 Fixed Assets

Explanation	
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Motion	Motion to approve Policy 108 <i>Fixed Assets</i>
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Made by	Kaari Rodriguez	Seconded by	Erin Ribar
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Discussion	
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Vote		Yea	7 Chen May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 Norcross
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Decision	Motion carries
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Action Item: Board Member Massana Letter of Resignation

Explanation	
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Motion	Motion to approve Board Massana member Letter of Resignation
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Made by	Jessie Sheldon	Seconded by	Erin Ribar
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Discussion	
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Vote		Yea	7	Nay		Abstain	1
			Chen May Purkat Redfield Ribar Rodriguez Sheldon				Norcross

Decision	Motion carries
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Action Item: Accept the next highest voted candidate who is willing to serve.

Explanation	
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Motion	Motion to accept next highest voted candidate who is willing to serve.
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Made by	Jennifer May	Seconded by	Jim Redfield
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Discussion	
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Vote		Yea	7	Nay		Abstain	1
			Chen May Purkat Redfield Ribar Rodriguez Sheldon				Norcross

Decision	Motion carries
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Action Item: Accept the right offs for FY21 Write Offs

Explanation							
Motion	Motion to accept the right offs for FY21 Write Offs						
Made by	Kaari Rodriguez			Seconded by	Erin Ribar		
Discussion							
Vote		Yea	7 Chen May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 Norcross
Decision	Motion carries						

Dialog/Discussion Items

1. Appoint committees (see roster in board materials)
2. Table Review of investments (LILA and LILA Building Company CDs) Discussion
3. Strategic Planning
4. Table Board Management System Discussion

Reports:

Subject	Finance Committee Minutes for 5/13/21 meeting (review and file)
Discussion	

Action Item: Consent Agenda Secretary's Report June 3rd 2021

Motion	Motion to approve the Consent Agenda		
Made by	Jennifer May	Seconded by	Erin Ribar

Vote		Yea	7 Chen May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 Norcross
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Decision	Motion carries
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Announcements:

- Mark your calendar for June 14th-17th 2022 VOA Conference
- Board Training-
Maggie Chen:
June 9th, 2021 MACS, Course 100: Roles and Responsibilities
June 22nd, 2021 MACS, Course 200: School Finances
June 23rd, 2021 MACS, Course 300: Employment

Kaari Rodriguez:
May 5th MACS, Course 100: Roles and Responsibilities
May 18th, MACS Course 200: School Finances
May 19th, Macs Course 300: Employment

Corey Purkat:
May 5th MACS, Course 100: Charter School Board of Governance
May 18th, MACS Course 200: Charter School Finances
May 19th, MACS Course 300: Employment in Charter Schools

Other Business: None

Reflection on Board Performance: None

Adjourn:

Motion	Motion to Adjourn at 8:06 pm
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Made by	Jennifer May	Seconded by	Corey Purkat

Vote		Yea	7 Chen May Purkat Redfield Ribar Rodriguez Sheldon			Abstain	1 Norcross
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Decision	Motion carries
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