



The monthly meeting of the Board of Directors was held on Tuesday,
October 12, 2021

MEETING MINUTES

General Business:

Call to order: 6:00pm

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
Ceci Delbene (Teacher)	Present Virtually
Kaari Rodriguez (Teacher)	Present
Corey Purkat (Parent)	Present
Shannon Peterson (Executive Director, <i>ex officio member</i>)	Present
Julie Lundgren (CFO, <i>ex officio member</i>)	Present

Community Input: None

name	position/role

Review of Agenda:

- Add Policy 214: Mandating Reporting, Policy 218: Public and Private Data, Policy 146- Covid-19, Policy 226- Employee Policies
- Amend wording of action item Approve “Annual Report and World’s Best Workforce Report”

Conflict of Interest Disclosure: None

School/Community Presentations:

name	position/role
Anthony Hotakainen and Tyler Farquar	Upper School Students

Celebrate LILA: Celebration of Anthony and Tyler for their presentation and work on the IB Diploma project. Celebration of the International Baccalaureate program and how it develops students and creates future opportunities. Celebration of Lower School’s work in focusing development on the Mandarin literacy program.

School Update: Executive Director Report

Executive Director Peterson spoke on activities under the four goals of the strategic plan, (#1 Attract and Retain Students, #2 Attract and Retain Staff, #3 Sustainable Finances, #4 Facilities) as outlined in the board folder.

Action Item: Treasurer’s Report, August 2021 financials

Explanation	
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Motion	Motion to approve Treasurer’s Report, August 2021 financials
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Made by	Treasurer Redfield	Seconded by	Member Purkat
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Discussion	Treasurer Redfield reviewed how to read the Dashboard Report as part of his presentation of reports.
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Vote		Yea	8 Chen Delbene May Purkat Redfield Ribar	Nay		Abstain	1 Norcross
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			Rodriguez Sheldon				
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Decision	Motion carries
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Action Item: Approve intent to apply for a grant through PELSB's TEACHER MENTORSHIP AND RETENTION OF EFFECTIVE TEACHERS GRANT PROGRAM

Explanation	
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Motion	Motion to approve application for a grant through PELSB's TEACHER MENTORSHIP AND RETENTION OF EFFECTIVE TEACHERS GRANT PROGRAM.
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Made by	Member Delbene	Seconded by	Member Chen
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Discussion	
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Vote		Yea	8 Chen Delbene May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 Norcross
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Decision	Motion carries
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Action Item: Approve intent to apply for a grant through BizRecycling Waste Reduction & Innovation Grants

Explanation	
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Motion	Motion to approve intent to apply for a grant through BizRecycling Waste Reduction & Innovation Grants.
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Made by	Vice-Chair May	Seconded by	Member Purkat
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Discussion	
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Vote		Yea	8 Chen Delbene May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 Norcross
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Decision	
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Action Item: Approve intent to apply for a St Croix Valley Foundation grant for the music department at Lower School to purchase a digital keyboard (\$2000-\$5000 estimate, depending on the model and availability)

Explanation	
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Motion	Motion to approve intent to apply for a St Croix Valley Foundation grant for the music department at Lower School to purchase a digital keyboard (\$2000-\$5000 estimate, depending on the model and availability)
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Made by	Member Purkat	Seconded by	Secretary Sheldon
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Discussion	
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Vote		Yea	8 Chen Delbene May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 Norcross
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Decision	Motion carries
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Action Item: Approve Annual Report and World’s Best Workforce Report

Explanation	
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Motion	Motion to approve Annual Report and World’s Best Workforce Report pending additions for board training certificates.
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Made by	Member Rodriguez	Seconded by	Treasurer Redfield
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Discussion	
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Vote		Yea	8 Chen Delbene May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 Norcross
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Decision	Motion carries
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Action Item: Policy 214- Mandated Reporting of Child Neglect or Physical or Sexual Abuse

Explanation	
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Motion	Motion to approve policy 214- Mandated Reporting of Child Neglect or Physical or Sexual Abuse as reviewed.
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Made by	Member Delbene	Seconded by	Member Rodriguez
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Discussion	
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Vote		Yea	8 Chen Delbene May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 Norcross
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Decision	Motion carries
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Action Item: Policy 218- Public and Private Data

Explanation	
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Motion	Motion to approve policy 218- Public and Private Data
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Made by	Member Purkat	Seconded by	Member Chen
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Discussion	
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Vote		Yea	8 Chen Delbene May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 Norcross
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Decision	Motion carries
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Action Item: Policy 146- COVID-19 related quarantines

Explanation	
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Motion	Motion to approve policy 146- COVID-19 Related Quarantines
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Made by	Member Ribar	Seconded by	Member Rodriguez
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Discussion							
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Vote		Yea	8 Chen Delbene May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 Norcross
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Decision	Motion carries						
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Action Item: Policy 226- Employee Policies

Explanation	Tabled						
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Motion	Motion to approve policy 226- Employee Policies (retracted)						
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Made by	Vice-Chair May (retracted)		Seconded by	Member Purkat (retracted)			
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Discussion							
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Vote		Yea	8 Chen Delbene May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 Norcross
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Decision	Table this policy for next month's meeting						
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Dialog/Discussion Items

1. **Strategic Planning-** LILA Parent Jeremy Montour has volunteered to lead our strategic planning on November 20, 2021 with tentative time from 10:00-4:00 with current and past board members and District Leadership Team. We then plan to have several follow up strategic planning meetings to meet with more stakeholders at all buildings. In

addition other parents have volunteered to lead strategic planning with other groups (PTO, LILA Booster Club, and the LILA Foundation).

2. **Covid Planning Board Committee-** Possible idea to create this committee in order to give board members a place to discuss ideas related to Covid mitigation planning. Committee would work closely with DLT but is not taking over the decision authority of the DLT. Member Ribar, Member Delbene, and Member Chen showed interest in this committee.

Reports:

Subject	Finance Committee Minutes for 10/11/21 meeting (review and file)
Discussion	

Subject	Executive Committee Minutes for 10/12/21 meeting (review and file)
Discussion	

Subject	Strategic Planning Committee Minutes for 10/12/21 meeting (review and file)
Discussion	

Subject	Policy Committee Minutes for 10/6/21 meeting (review and file)
Discussion	

Action Item: Consent Agenda (Secretary’s Report and Donations report, both are in the board folder)

Motion	Motion to approve Consent Agenda (Secretary’s Report minutes for September board meeting, and September Donations report, both are in the board folder)		
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Made by	Vice Chair May	Seconded by	Member Purkat
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Vote		Yea	8	Nay		Abstain	1
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			Chen Delbene May Purkat Redfield Ribar Rodriguez Sheldon				Norcross
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Decision	Motion carries
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Announcements:

- Community Updates:
 - Saturday, October 30, 2021 is the LILA Foundation Scary Scamper 9:30 am
 - LILA PTO will be hosting Trunk and Treat
 - Boosterclub is doing a fundraising blitz

- Board Member Training Updates:
 - CFO Lundgren: 9/16/21 MDE ESSER III webinar; 9/23/21 MDE Data Equity Training webinar
 - ED Peterson: 9/29/21 Designing Innovative Education for a Post-Pandemic World
 - ED Peterson: 9/20/21 RSchoolToday
 - Member Delbene: 9/21/21 Teacher Leadership- Session 1

Other Business: None

Reflection on Board Performance: Email Chair Norcross what part of the finance packet you would like more knowledge about.

Adjourn:

Motion	Motion to adjourn at 7:14 pm
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Made by	Vice Chair May	Seconded by	Secretary Sheldon
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Vote		Yea	8 Chen Delbene May Purkat Redfield			Abstain	1 Norcross
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			Ribar Rodriguez Sheldon				
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Decision	Motion carries
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