



The monthly meeting of the Board of Directors was held on Tuesday,
 December 14, 2021
MEETING MINUTES

General Business:

Call to order: 6:02pm

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
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 action item-approve updated 2021-2022 calendar, add Strategic Planning meeting review and file.

Conflict of Interest Disclosure: None

School/Community Presentations:

name	position/role
Kathy Bystrom	Director of Advancement

Celebrate LILA: Celebrate the One Act Plays and music programs put on in the last couple of months, Celebrate all of the board members and others for participating in the strategic planning meeting.

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.

Forest Lake School District has cancelled bussing through 1/4/2021 and will be moving to distance learning until then. LILA will not be going to distance learning for 12/16/2 and 12/17/21 and will be implementing a staggered drop-off and pick-up.

Action Item: Treasurer’s Report, September 2021 financials

Explanation	
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Motion	Motion to approve Treasurer’s Report, September 2021 financials
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Made by	Member Delbene	Seconded by	Vice Chair May
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Discussion	
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Vote		Yea	8 Chen Delbene May Purkat Redfield Ribar Rodriguez	Nay		Abstain	1 Norcross
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			Sheldon				
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Decision	Motion carries
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Action Item: FY22 Budget Revision 1 (second read)

Explanation	
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Motion	Motion to FY22 Budget Revision 1 (second read)
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Made by	Member Rodriguez	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	Motion carries
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Action Item: Accept 2021-22 Washington County SHIP grant for staff PD (\$4500)

Explanation	
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Motion	Motion to approve Accept 2021-22 Washington County SHIP grant for staff PD (\$4500)
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Made by	Member Delbene	Seconded by	Member 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	
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Action Item: Enrollment Cap Proposal for 2022-23, Grades 11 and 12

Explanation	
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Motion	Revised motion to approve Enrollment Cap Proposal for 2022-23, Grades 12 at 50 students
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Made by	Vice Chair May	Seconded by	Member Delbene
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Discussion	Diploma program classes are two-year courses for 11th and 12th.
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Vote		Yea	8 Chen Delbene May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 May
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Decision	Motion carries
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Action Item: Approve 2022-23 School Calendar

Explanation	
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Motion	Motion to approve 2022-23 School Calendar
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Made by	Member Purkat	Seconded by	Vice Chair May
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Discussion	
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Vote		Yea	8	Nay		Abstain	1
			Chen Delbene May Purkat Redfield Ribar Rodriguez Sheldon				May

Decision	Motion carries
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Action Item: Policy 330: Use of student data

Explanation	
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Motion	Motion to approve policy 330: Use of student data
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Made by	Member Delbene	Seconded by	Vice Chair May
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Discussion	
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Vote		Yea	8	Nay		Abstain	1
			Chen Delbene May Purkat Redfield Ribar Rodriguez Sheldon				May

Decision	Motion carries
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Action Item: Policy 344: Storing and administering medication

Explanation							
Motion	Motion to approve Policy 344: Storing and administering medication						
Made by	Vice Chair May			Seconded by	Member Redfield		
Discussion							
Vote		Yea	8 Chen Delbene May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 May
Decision	Motion carries						

Action Item: Policy 130: Document retention and destruction

Explanation							
Motion	Motion to approve Policy 130: Document retention and destruction						
Made by	Member Delbene			Seconded by	Member Purkat		
Discussion							
Vote		Yea	8 Chen Delbene May Purkat Redfield Ribar	Nay		Abstain	1 May

			Rodriguez Sheldon				
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Decision	Motion carries
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Action Item: Policy 122 Student enrollment

Explanation	
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Motion	Motion to approve Policy 122 Student enrollment
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Made by	Member Purkat	Seconded by	Member Delbene
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Discussion	
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Vote		Yea	8 Chen Delbene May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 May
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Decision	Motion carries
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Action Item: 2021-2022 School Calendar

Explanation	
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Motion	Motion to approve 2021-2022 School Calendar
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Made by	Secretary Sheldon	Seconded by	Member Rodriguez
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Discussion	
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Vote		Yea	8 Chen	Nay		Abstain	1 May
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			Delbene May Purkat Redfield Ribar Rodriguez Sheldon				
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Decision	Motion carries
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Dialog/Discussion Items

1. Strategic Planning Follow-Up: Collecting information from the sub-committees and finalizing the 4 strategic plan goals. The strategic planning committee will meet in January and then hopefully meet as a bigger group in February or March.
2. Board Election: Member Delbene is chairing this committee and will meet within the new year to begin the election process.

Reports:

Subject	Finance Committee Minutes for 12/13/21 meeting (review and file)
Discussion	

Subject	Executive Committee Minutes for 12/14/21 meeting (review and file)
Discussion	

Subject	Strategic Planning Committee Minutes for 12/14/21 meeting (review and file)
Discussion	

Subject	Policy Committee Minutes for 12/01/21 meeting (review and file)
Discussion	

Subject	Strategic Planning Retreat Meeting for 11/20/21 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 November board meeting, and November Donations report, both are in the board folder)
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Made by	Member Delbene	Seconded by	Member Purkat
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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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Announcements:

- Community Updates: Booster club and Foundation have been meeting to work on strategic planning and fundraising from 2021.
- Board Member Training Updates:
 - Jennifer May attended Maltreatment of Minors Training and Mandated Reporting on 11/29/21
 - Kaari Rodriguez attended a webinar on Dual Language Instruction teaching rubric on 12/4/21 with CARLA at the U of MN.

Other Business: None

Reflection on Board Performance: Fist of 5 of board's ability to be flexible when new things come up 45/45.

Adjourn:

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

Decision	Motion carries
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