



The monthly meeting of the Board of Directors was held Tuesday, April 11, 2023 at  
LILA Upper School, 19850 Fenway Ave N, Forest Lake, MN 55025.

**MEETING MINUTES**

**General Business:**

Call to order: 6:00 pm

**Roll Call:**

Board Members/Director Present or Absent:

name	present/absent
Lindsay Schipper (Parent)	Present
Jennifer May (Chair and Parent)	Present
Jessie Sheldon (Secretary and Teacher)	Present
Erin Ribar (Vice-Chair and Parent)	Present
Diane Rohan (Community Member)	Present
Jean Woodberry (Teacher)	Present
Kaari Rodriguez (Teacher)	Present
Corey Purkat (Treasurer and 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 3 to open enrollment for 3 new/returning students to Upper School students.

**Conflict of Interest Disclosure:** None

**School/Community Presentations:** None

name	position/role

**Celebrate LILA:** Celebration of the Forget Me Not film and discussion with filmmaker was inspirational and attended by both the LILA community and outside community members. Celebration of LILA upper school events such as theater, archery, talent show and spring sports starting. Celebration of LILA alumni making a difference and using their second languages out in the real world.

**School Update:** Executive Director Report in Board Folder.

Shannon Peterson, Executive Director: Reported on the 4 Strategic Planning Pillars (in board folder. Strategic Plan Pillar 1: Dynamic Student Experience: preparing students for success in life after LILA, Strategic Plan Pillar 2: Collaborative Community, Strategic Plan Pillar 3: Professional Excellence, Strategic Plan Pillar 4: Advancing LILA's Future.

**Action Item:** Treasurer's Report (February 2023 financials)

Explanation	
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Motion	Motion to approve the Treasurer's Report (February 2023 financials)
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Made by	Member Rodriguez	Seconded by	Vice-Chair Ribar
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Discussion	
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Vote		Yea	7 Purkat Ribar Rodriguez Rohan Sheldon Schipper Woodberry	Nay		Abstain	1 May
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Decision	Motion carries
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**Action Item:** Policy 332: Student Attendance Policy

Explanation	
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Motion	Motion to table Policy 332: Student Attendance Policy
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Made by	Vice-Chair Ribar	Seconded by	Member Woodberry
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Discussion	Policy is tabled for further revision and will be brought back to a following meeting.
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Vote		Yea	7 Purkat Ribar Rodriguez Rohan Sheldon Schipper Woodberry	Nay		Abstain	1 May
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Decision	Policy is tabled
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**Action Item:** Open enrollment for 3 Upper School students

Explanation	
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Motion	Motion to open enrollment for 3 Upper School students
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Made by	Secretary Sheldon	Seconded by	Treasurer Purkat
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Discussion	1 student is a new child to a staff member. 2 students have moved out of state and are returning to the community and would like to re-enroll in LILA.
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Vote		Yea	7 Purkat	Nay		Abstain	1 May
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			Ribar Rodriguez Rohan Sheldon Schipper Woodberry				
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<b>Decision</b>	Motion carries
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**Dialog/Discussion Items:**

1. Finance FYI: loan covenants (CFO Lundgren)
  - a. CFO Lundgren walked through the loan covenants document to help educate the board.
2. Follow-up on last meeting's teacher presentation
  - a. Chair May and Executive Director Peterson met with representatives from the teacher group that presented last month. Executive Director Peterson is planning to meet with a former superintendent who may have ideas on how to navigate the evaluation of finances and school programming for possible reductions.
  - b. Discussion about reevaluating the bylaws to allow tier 1 and tier 2 teachers to apply for the school board.
3. Change of date proposal for June meeting
  - a. Move date to Monday, June 5th
    - i. Committees will adjust schedules so they can meet prior to the June meeting.

**Reports:**

<b>Subject</b>	Policy Committee Minutes for 4/10/23 meeting (review and file)
<b>Discussion</b>	

<b>Subject</b>	Finance Committee Minutes for 4/10/23 meeting (review and file)
<b>Discussion</b>	

<b>Subject</b>	Executive Committee Minutes for 4/11/23 meeting (review and file)
<b>Discussion</b>	

**Action Item:** Consent Agenda (Secretary's Reports is in the board folder)

<b>Motion</b>	Motion to approve Consent Agenda (Secretary's Reports are in the board
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	folder).
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Made by	Member Woodberry	Seconded by	Member Rohan
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Vote		Yea	7	Nay		Abstain	1
			Purkat Ribar Rodriguez Rohan Sheldon Schipper Woodberry				May

Decision	Motion carries
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**Announcements:** LILA Foundation Gala is happening on April 22nd.

**Other Business: None**

**Reflection on Board Performance:** Fist of 5 on how informed you feel now after CFO Lundgren's training on loan covenants.

**Adjourn:**

Motion	Motion to adjourn at 7:24 pm
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Made by	Vice Chair Ribar	Seconded by	Member Woodberry
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Vote		Yea	7			Abstain	1
			Purkat Ribar Rodriguez Rohan Sheldon Schipper Woodberry				May

Decision	Motion carries
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