



The monthly meeting of the Board of Directors was held Tuesday, February 13, 2024 at LILA Upper School, 19850 Fenway Ave N, Forest Lake, MN 55025.

**APPROVED MEETING MINUTES**

**General Business**

Call to order 6:03 pm

**Roll Call:**

Board Members/Director Present or Absent

Name	Present/Absent
Lindsay Schipper (Chair - Parent)	Present
Renee Feagan (Parent)	Absent
Michael Rynders (Parent)	Present
Karl Schaumann (Teacher)	Present
Erin Ribar (Vice-Chair and Parent)	Present
Diane Rohan (Community Member)	Present
Jean Woodberry (Secretary - Teacher)	Present
Corey Purkat (Treasurer and At Large)	Present
Shannon Peterson (Executive Director, <i>ex officio member</i> )	Present
Julie Lundgren (CFO, <i>ex officio member</i> )	Present
Erin Chapman (Teacher)	Present

**Community Input: None**

Name	Position/Role

**Review of Agenda:**

- Removal from the agenda
  - Applying for the statewide teacher mentoring grant
  - Approval for Lil' Explorer and Kinderprep Handbook.
- Adding to the Agenda
  - AIPAC School Presenter

**Conflict of Interest Disclosure:** None

**School/Community Presentations:**

Name	Position/Role
Kristina Kofski, Zach Sanders	Time Dragon Theatrics
CJ McDermott	American Indian Education Coordinator

**Celebrate LILA:** Board members brought forward several affirmations:

- Polar Plunge: people who are jumping!
- Chinese New Year Celebration
- Many great after-school opportunities for students
- Girls Varsity Basketball Team are conference champs.

**School Update:** Executive Director Report

Shannon Peterson, Executive Director reported on the 4 Strategic Planning Pillars

Strategic Plan Pillar 1: Dynamic Student Experience: preparing students for success in life after LILA

- Kindergarten: 104 applicants for Spanish program and 14 applicants for Chinese program. There are openings for more kindergartners. Openings Impact school funding/ lease aid.
- 5th graders are preparing for PYP.
- April 6th date for the arrival of the new oven at Upper Campus
- Upcoming Spring Break trip to Spain and France over spring break
- Upcoming June 2024 student trip to China

Strategic Plan Pillar 2: Collaborative Community

- Lunar New Year
- VOA conference June 10-12
- Charter Day at Capital March 13

Strategic Plan Pillar 3: Professional Excellence

- Paraprofessionals being held to MDE's "high quality" standards; several are working to pass the ParaPro assessment

Strategic Plan Pillar 4: Advancing LILA's Future

- Deferred maintenance needs at Lower School exceed \$1,000,000.
- Grant received for MTSS over \$220,000 for 3 years. Allows MTSS Coordinator position.
- Did not receive waste management grant.
- In initial discussions with a recruiter regarding international HS students pursuing an online US diploma.
- Representative Josiah Hill and Senator Housley visit Upper School on Feb. 23.

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

Explanation	To review
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Motion	Motion to approve the Treasurer's Report (December 2023 financials)
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Made by	Woodberry	Seconded by	Purkat
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Discussion	Reports in folder. Brief explanation of reports and time for questions.
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Vote		Yea	7 Ribar Rynders Purkat Rohan Schaumann Woodberry Chapman	Nay		Abstain	1 Chair
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Decision	Motion carries
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**Action Item:** To approve Annual Board Election Window

Explanation	
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Motion	Motion to approve Annual Board Election Window February 23-March 1
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Made by	Purkat	Seconded by	Schaumann
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Discussion	
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Vote		Yea	7 Ribar Rynders Purkat Rohan Schaumann Woodberry Chapman	Nay		Abstain	1 Chair
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Decision	Motion carries
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**Action Item:** To approve Extended Board Election Time Change Application

Explanation	
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Motion	Motion to approve Extended Board Election Time Change Application
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Made by	Ribar	Seconded by	Purkat
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Discussion	Extending application window to get needed applicants. Close date of February 19, 2024 5:00 pm CST
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Vote		Yea	7 Ribar Rynders Purkat Rohan Schaumann Woodberry Chapman	Nay		Abstain	1 Chair
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Decision	Motion carries
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**Action Item:** Approve By Law changes

Explanation	By Law needed updates
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Motion	Motion to approve By Law changes
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Made by	Purkat	Seconded by	Ribar
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Discussion	See Board Folder for proposed By Law changes.
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Vote		Yea	7	Nay		Abstain	1
			Ribar Rynders Purkat Rohan Schaumann Woodberry Chapman				Chair

Decision	Motion carries
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**Action Item:** Approve applying for Grow Your Own Teachers grant; 5 yr grant for approx \$362K

Explanation	
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Motion	Motion to approve applying for Grow Your Own Teachers grant; 5 yr grant for approx \$362K
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Made by	Ribar	Seconded by	Woodberry
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Discussion	
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Vote		Yea	7	Nay		Abstain	1
			Ribar Rynders Purkat Rohan Schaumann Woodberry Chapman				Chair

Decision	Motion carries
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**Action Item:** Approve applying for the statewide teacher mentoring grant; requires

partnerships;  
 can apply for up to \$800K

Explanation	Removed from agenda as grant is not intended for schools.
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Motion	Motion to approve applying for the statewide teacher mentoring grant; requires partnerships; can apply for up to \$800K
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Made by		Seconded by	
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Discussion	
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Vote		Yea		Nay		Abstain	
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Decision	Strike Motion
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**Action Item:** Approve applying for Voluntary PreK funding for up to 6 scholarships for FY25

Explanation	
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Motion	Motion to approve applying for Voluntary PreK funding for up to 6 scholarships for FY25
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Made by	Ribar	Seconded by	Schaumann
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Discussion	
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Vote		Yea	7 Ribar Rynders Purkat Rohan Schaumann Woodberry Chapman	Nay		Abstain	1 Chair
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Decision	Motion carries
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**Action Item:** Approve applying for the PrairieCare mental health grant, up to \$50K

Explanation	
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Motion	Motion to approve applying for the PrairieCare mental health grant, up to \$50K
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Made by	Ribar	Seconded by	Schaumann
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Discussion	
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Vote		Yea	7 Ribar Rynders Purkat Rohan Schaumann Woodberry Chapman	Nay		Abstain	1 Chair
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Decision	Motion carries
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**Action Item:** Approve applying for the After School Community Learning Grant

Explanation	
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Motion	Motion to approve applying for the After School Community Learning Grant
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Made by	Ribar	Seconded by	Schaumann
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Discussion	
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Vote		Yea	7 Ribar Rynders Purkat	Nay		Abstain	1 Chair
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			Rohan Schaumann Woodberry Chapman				
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Decision	Motion carries
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**Action Item:** Approve Explorer Club/Little Explorer's Family Handbook changes

Explanation	Removed from agenda as this is an operational procedure and does not need board approval.
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Motion	Motion to approve Explorer Club/Little Explorer's Family Handbook changes
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Made by		Seconded by	
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Discussion	
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Vote		Yea		Nay		Abstain	
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Decision	Strike Motion
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**Action Item:** Approve Kinder Prep Handbook changes

Explanation	Removed from agenda as this is an operational procedure and does not need board approval.
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Motion	Motion to approve Kinder Prep Handbook changes
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Made by		Seconded by	
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Discussion	
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Vote		Yea		Nay		Abstain	
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Decision	Strike Motion
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**Action Item:** Approve Policy 402: Controversial Issues

Explanation	
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Motion	Motion to approve Policy 402: Controversial Issues
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Made by	Ribar	Seconded by	Schaumann
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Discussion	
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Vote		Yea	7 Ribar Rynders Purkat Rohan Schaumann Woodberry Chapman	Nay		Abstain	1 Chair
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Decision	Motion carries
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**Action Item:** Approve Policy 132: Data Practices - Requesting Public Information

Explanation	
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Motion	Motion to approve Policy 132: Data Practices - Requesting Public Information
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Made by	Ribar	Seconded by	Purkat
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Discussion	Board Member Mike Rynders has offered and agreed to change formatting of policies so that they are all aligned.
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Vote		Yea	7 Ribar Rynders	Nay		Abstain	1 Chair
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			Purkat Rohan Schaumann Woodberry Chapman				
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Decision	Motion carries
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**Action Item:** Approve Policy 134: Data Practices - Requesting Student Information

Explanation	
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Motion	Motion to approve Policy 134: Data Practices - Requesting Student Information
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Made by	Purkat	Seconded by	Ribar
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Discussion	
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Vote		Yea	7 Ribar Rynders Purkat Rohan Schaumann Woodberry Chapman	Nay		Abstain	1 Chair

Decision	Motion carries
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**Action Item:** Approve Policy 308: Student Discipline

Explanation	
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Motion	Motion to approve Policy 308: Student Discipline
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Made by	Woodberry	Seconded by	Rohan
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Discussion	
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Vote		Yea	7 Ribar Rynders Purkat Rohan Schaumann Woodberry Chapman	Nay		Abstain	1 Chair
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Decision	Motion carries
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**Action Item:** Rescind Policy 336: Inclusive Education

Explanation	
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Motion	Motion to rescind Policy 336: Inclusive Education
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Made by	Ribar	Seconded by	Schaumann
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Discussion	Rescinding policy as it is now embedded in Minnesota State Law
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Vote		Yea	7 Ribar Rynders Purkat Rohan Schaumann Woodberry Chapman	Nay		Abstain	1 Chair
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Decision	Motion carries
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**Action Item:** Approve Policy 338: Wellness

Explanation	
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Motion	Motion to approve Policy 338: Wellness
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Made by	Ribar	Seconded by	Rohan
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Discussion	
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Vote		Yea	7	Nay		Abstain	1
			Ribar Rynders Purkat Rohan Schaumann Woodberry Chapman				Chair

Decision	Motion carries
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**Action Item:** Approve Policy 348: Student Organizations

Explanation	
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Motion	Motion to approve Policy 348: Student Organizations
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Made by	Woodberry	Seconded by	Ribar
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Discussion	
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Vote		Yea	7	Nay		Abstain	1
			Ribar Rynders Purkat Rohan Schaumann Woodberry Chapman				Chair

Decision	Motion carries
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**Action Item:** Approve Property, Liability, Cyber, and Workers' Compensation insurance renewal

Explanation	
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Motion	Motion to approve Property, Liability, Cyber, and Workers' Compensation insurance renewal
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Made by	Purkat	Seconded by	Schaumann
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Discussion	Information not included in February Board Folder so motion struck and carried over to March 2024 meeting.
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Vote		Yea		Nay		Abstain	
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Decision	Strike Motion
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**Dialog/Discussion Items:**

- Election Committee Update

**Reports:**

Subject	Policy Committee meeting Minutes (review and file) None for January 2024
Discussion	

Subject	Finance Committee meeting Minutes 01.11.2024 (review and file)
Discussion	Reports are filed.

Subject	Election Committee Minutes for 1.11.2024 meeting (review and file)
Discussion	

**Action Item:** Approve Consent Agenda ( board folder)

Motion	Motion to approve Consent Agenda (Secretary's Report in the board folder),
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	Recent New Hires/Terminations, Donations
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Made by	Schaumann	Seconded by	Purkat
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Vote		Yea	7 Ribar Rynders Purkat Rohan Schaumann Woodberry Chapman	Nay		Abstain	1 Chair
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Decision	Motion carries
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**Announcements:**

- Community Updates:
  - CHARTER SCHOOL DAY AT THE CAPITOL - MARCH 13TH
  - VOA Conference June 10-12, 2024
  - CFO Lundgren: LILA leadership meeting with SHIP grantors from Washington County Public Health and Environment, 1/17/24, to share initiatives with each other and define LILA needs for upcoming grant period.
  - Explorer’s Club Handbook: New information that IEP will include additional funding.
  
- Board Training:**
  - MDE ReadAct Curriculum Informational Webinar, 1.16.2024, Jean Woodberry
  - MDE MCA Test Administration Training, 1.20.2024, Jean Woodberry
  - BrightWorks COMPASS/READ Act planning meeting, 1.23.2024 Jean Woodberry
  - CFO Lundgren: January Charter Leader Cohort, MDE, 1.18.2024, expanding leadership capacity in ourselves and others, guided by book *Unearthing Joy: A Guide to Culturally and Historically Responsive Teaching and Learning*; curriculum focus at January meeting. MASBO Charter Leader briefing by Valerie Doslund (MASBO lobbyist) on legislative advocacy 1.9.2024.
  - Special Education Advisory Panel, Minnesota Department of Education, 1.28.2024 Erin Ribar
  - Simulation Professional Development Workshop University of St. Thomas Susan S. Morrison School of Nursing 02/07/2024 Lindsay Schipper

**Other Business:** None

**Reflection on Board Performance:**

Mixer: Favorite Valentine Candy

**Adjourn**

Motion	Motion to adjourn at 7:59 pm
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