



The monthly meeting of the Board of Directors was held Tuesday, July 9, 2024 at LILA Upper School, 19850 Fenway Ave N, Forest Lake, MN 55025.

### MEETING MINUTES

#### General Business

Call to order 6:02 pm

#### **Roll Call:**

Board Members/Director Present or Absent

Name	Present/Absent
Renee Feagan (Chair - Parent)	Present
Jennifer May (Vice Chair - Parent)	Present
Michael Rynders (Secretary - Parent)	Present
Karl Schaumann (Teacher)	Present
Cam Hedlund (Community Member)	Present
Jonell Pacyga (Parent)	Present
Corey Purkat (Treasurer - At Large)	Present
Shannon Peterson (Executive Director, <i>ex officio member</i> )	Present
Julie Lundgren (CFO, <i>ex officio member</i> )	Absent
Erin Chapman (Teacher)	Absent

**Community Input:** None

Name	Position/Role

**Review of Agenda:**

- Move “C. Action Items, 1. Nominate officers for 2024-25 school board” to after “A. General Business” and before “B. School Update”
- Add Action Item “Approve School Meal Policy” to “C. Action Items”
- Add Action Item Amend Policies 132 & 134 to “C. Action Items”
- Add Action Item Set Board of Directors meeting calendar for the year to “C. Action Items”

**Conflict of Interest Disclosure:** None

**School/Community Presentations:** None

Name	Position/Role
1.	
2.	

**Celebrate LILA:**

- LILA representation in the 4th of July Parade in Forest Lake

**School Update**

Executive Director Report: Shannon Peterson, Executive Director

Strategic Plan Pillar 1 Dynamic Student Experience:

- 17 home languages represented amongst students at LILA - 130 students speak something other than English at home

Strategic Plan Pillar 2 Collaborative Community:

- Addition of bus routes to Blaine and WBL a success - contracts to be signed by end-of-week
- Parents to receive info. regarding American Lung Association grant by email this month
- Welcome conferences scheduled
- Sorting through proposals from 12 general contractors for gender-neutral bathroom construction

Strategic Plan Pillar 3 Professional Excellence:

- Introduction to legislative changes that were made that impact LILA

Strategic Plan Pillar 4 Advancing LILA's Future:

- Current Kinder. enrollment: 105 spanish, 16 chinese - goal still 150 total
- Current Pre-K enrollment: 121
- Awarded 30 spots in the MDE Voluntary Prekindergarten Program - transformational
- Discovered that it is likely that our preschoolers can receive free breakfast and lunch

**Action Items**

**Action Item:** Nominate/Appoint school board officers for FY25

Explanation	Need to appoint Board Chair for the 2024-2025 fiscal year.
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Motion	Motion to appoint Renee Feagan as Chair for FY25
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Made by	Corey Purkat	Seconded by	Michael Rynders
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Discussion	None
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Vote		Yea	7 Feagan May Rynders Schaumann Hedlund Pacyga Purkat	Nay	0	Abstain	0

Decision	Motion carries.
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**Action Item:** Nominate/Appoint school board officers for FY25

Explanation	Need to appoint Board Vice-Chair for the 2024-2025 fiscal year.
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Motion	Motion to appoint Jennifer May as Vice-Chair for FY25
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Made by	Renee Feagan	Seconded by	Jonell Pacyga
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Discussion	None
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Vote		Yea	6 May Rynders Schaumann Hedlund Pacyga Purkat	Nay	0	Abstain	1 Feagan

Decision	Motion carries.
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**Action Item:** Nominate/Appoint school board officers for FY25

Explanation	Need to appoint Board Treasurer for the 2024-2025 fiscal year.
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Motion	Motion to appoint Corey Purkat as Treasurer for FY25
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Made by	Jennifer May	Seconded by	Karl Schaumann
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Discussion	None
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Vote		Yea	6	Nay	0	Abstain	1
			May Rynders Schaumann Hedlund Pacyga Purkat				Feagan

Decision	Motion carries.
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**Action Item:** Nominate/Appoint school board officers for FY25

Explanation	Need to appoint Board Secretary for the 2024-2025 fiscal year.
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Motion	Motion to appoint Michael Rynders as Secretary for FY25
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Made by	Michael Rynders	Seconded by	Jennifer May
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Discussion	None
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Vote		Yea	6	Nay	0	Abstain	1
			May Rynders Schaumann Hedlund Pacyga Purkat				Feagan

Decision	Motion carries.
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**Action Item:** Treasurer's Report and Enrollment (May 2024 financials)

Explanation	To review and approve.
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Motion	Motion to approve the Treasurer’s Report and Enrollment (May 2024 financials)
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Made by	Corey Purkat	Seconded by	Karl Schaumann
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Discussion	None
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Vote		Yea	6	Nay	0	Abstain	1
			May Rynders Schaumann Hedlund Pacyga Purkat				Feagan

Decision	Motion carries.
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**Action Item:** Retirement of Policy 504

Explanation	Replaced with new Policy 520, approved during June, 2024 Board Meeting.
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Motion	Motion to retire Policy 504
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Made by	Corey Purkat	Seconded by	Karl Schaumann
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Discussion	None
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Vote		Yea	6	Nay	0	Abstain	1
			May Rynders Schaumann Hedlund Pacyga Purkat				Feagan

Decision	Motion carries.
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**Action Item:** Retirement of Policy 342: Student Participation in Academic Competitions

Explanation	Determined that the Policy unfairly excludes sporting competitions. Opening policy up to sporting competitions opens the door to budgetary concerns.
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Motion	Motion to Retire Policy 342: Student Participation in Academic Competitions
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Made by	Michael Rynders	Seconded by	Corey Purkat
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Discussion	None
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Vote		Yea	6	Nay	0	Abstain	1
			May Rynders Schaumann Hedlund Pacyga Purkat				Feagan

Decision	Motion carries.
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**Action Item:** Appoint LILA Building Company board members (see recommendations in board folder)

Explanation	LILA Building Company bylaws specify three members must be appointed by the LILA School Board annually. They cannot be voting school board members.
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Motion	Motion to appoint LILA Building Company board members Julie Lundgren, Dwayne Green & Jeff Schipper
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Made by	Jennifer May	Seconded by	Corey Purkat
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Discussion	None
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Vote		Yea	6	Nay	0	Abstain	1
			May Rynders Schaumann Hedlund				Feagan

			Pacyga Purkat				
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<b>Decision</b>	Motion carries.
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**Action Item:** FY24 write-offs of uncollectible debt (CFO)

<b>Explanation</b>	Need Board approval to write-off uncollectible debt.
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<b>Motion</b>	Motion to approve FY24 write-offs of uncollectible debt (CFO)
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<b>Made by</b>	Corey Purkat	<b>Seconded by</b>	Michael Rynders
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<b>Discussion</b>	None
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<b>Vote</b>		<b>Yea</b>	6 May Rynders Schaumann Hedlund Pacyga Purkat	<b>Nay</b>	0	<b>Abstain</b>	1 Feagan
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<b>Decision</b>	Motion carries.
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**Action Item:** Approve School Meal Policy

<b>Explanation</b>	New in-house food service contractor requires Policy.
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<b>Motion</b>	Motion to approve School Mean Policy
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<b>Made by</b>	Jennifer May		Jonell Pacyga
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<b>Discussion</b>	None
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<b>Vote</b>		<b>Yea</b>	6 May	<b>Nay</b>	0	<b>Abstain</b>	1 Feagan
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			Rynders Schaumann Hedlund Pacyga Purkat				
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<b>Decision</b>	Motion carries.
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**Action Item:** Amend Policies 132 & 134

<b>Explanation</b>	Request by Executive Director to name new Responsible Authority - Tiffany Kurpiel.
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<b>Motion</b>	Motion to amend Policies 132 & 134
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<b>Made by</b>	Jonell Pacyga	<b>Seconded by</b>	Karl Schaumann
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<b>Discussion</b>	None
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<b>Vote</b>		<b>Yea</b>	6 May Rynders Schaumann Hedlund Pacyga Purkat	<b>Nay</b>	0	<b>Abstain</b>	1 Feagan
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<b>Decision</b>	Motion carries.
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**Action Item:** Set Board calendar for FY25

<b>Explanation</b>	Need to set dates for Board meetings for FY25.
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<b>Motion</b>	Motion to approve the second Tuesday of each month for Board meetings.
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<b>Made by</b>	Michael Rynders	<b>Seconded by</b>	Jonell Pacyga
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<b>Discussion</b>	Discussed possible conflicts with Holidays, breaks and voting - none exist.
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Vote		Yea	6 May Rynders Schaumann Hedlund Pacyga Purkat	Nay	0	Abstain	1 Feagan
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Decision	Motion carries.
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### **Dialog/Discussion Items**

- Committee membership discussion (see document in folder). Committee assignments as follows:
  - Renee Feagan: Executive (Chair), Elections, Director Evaluation, Policy Review (Chair), Strategic Planning & Director Succession
  - Jennifer May: Executive, Director Evaluation (Chair), Strategic Planning & Director Succession (Chair)
  - Corey Purkat: Executive, Finance (Chair)
  - Michael Rynders: Executive, Director Evaluation, Policy Review, Audit (Chair)
  - Cam Hedlund: Finance, Policy Review
  - Erin Chapman: Finance, Elections (Chair), Annual Meeting Planning
  - Jonell Pacyga: Annual Meeting Planning (Chair), Board Training, Audit
  - Karl Schaumann: Annual Meeting Planning, Board Training (Chair), Policy Review
  - Matt Gockowski (future Board member): Policy Review, Audit, Strategic Planning & Director Succession

### **Reports**

Subject	Finance Committee meeting Minutes 07/08/2024 (review and file)
Discussion	Reports are filed.

### **Consent Agenda**

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

Motion	Motion to approve Consent Agenda - Secretary's Reports (6/18/2024 Board
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	Meeting Minutes), recent New Hires/Terminations & Donations
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Made by	Jennifer May	Seconded by	Corey Purkat
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Vote		Yea	6 May Rynders Schaumann Hedlund Pacyga Purkat	Nay	0	Abstain	1 Feagan
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Decision	Motion carries.
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**Announcements**

- Community Updates:
  - None
  
- Board Training
  - None

**Reflection on Board Performance**

- Fist to Five: How did Board Meeting go?

**Adjourn:**

Motion	Motion to adjourn at 7:22pm
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