The monthly meeting of the Board of Directors was held Tuesday, September 9, 2025 at LILA Upper School, 19850 Fenway Ave N, Forest Lake, MN 55025.

MEETING MINUTES

General Business

Call to order 6:06 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 (Parent)	Present
Karl Schaumann (Teacher)	Present
Erin Turner	Present
Jonell Pacyga (Parent, Secretary - At Large)	Absent
Corey Purkat (Parent, Treasurer - At Large)	Present
Shannon Peterson (Executive Director, *ex officio member*)	Present
Julie Lundgren (CFO, *ex officio member*)	Present
Erin Chapman (Teacher)	Present
Kevin Hathaway	Present
Matt Gockowski (Teacher)	Present

Community Input: Members of the public are invited to speak to the board for up to 3 minutes by submitting a speaker's card to a board member.

Position/Role	Discussion
None	

Review of Agenda:

- Move review of Donations to “Action Item 3c” from “consent agenda”
- Omit review of Finance committee meeting minutes; meeting was postponed
- Omit review of Finance committee meeting minutes; meeting was postponed
- Add school presentation - Kaari Rodriguez

Conflict of Interest Disclosure:

- None

School/Community Presentations:

Name	Position/Role	Presentation
Kaari Rodriguez	Language Acquisition Coordinator	LILA students are global citizens exploring the world! LILA students took trips to China, Europe, and the Dominican Republic. They were very successful, positive experiences for all. There are plans for further travel in upcoming years.

Celebrate LILA:

- Fall Social later this week! (Formerly ice cream social). The event is hosted by the LILA parent organizations: PTO, Booster Club, the Foundation, and the Advocates.

School Update

- Strategic Plan Pillar 1: Dynamic Student Experience
  - 1st day very successful, except for traffic/logistical issues
  - LILA safety, some parents reached out to Shannon asking about info, plans, SROs
- Strategic Plan Pillar 2: Collaborative Community
  - CASVI students here; LILA students leave Oct 1
  - Work with District 831 transportation snafus ongoing
- Strategic Plan Pillar 3: Professional Excellence
  - School Board member Oath of Office - now required members to sign
  - Annual report will be voted on during October meeting
- Strategic Plan Pillar 4: Advancing LILA’s Future (Enrollment Report)
  - Enrollment: As of Sep3, slight enrollment shortfall compared to projections; Forest Lake enrollments are up. Difference in funding amounts to ~$500k.

Worrisome but not hopeless. Discussed further under dialog and discussion.

- Busing: Paid busing numbers are looking better. Many of these students are new to LILA. White Bear Lake bus is trending down; may be canceled at end of year.
- Dual Diploma: Possible launch of dual diploma program via Sean Sonderman next fall.
- Funding: Helped secure & maintain lease aid funding for PSEO students.

Action Items

Action Item: Approve Treasurer's Report (July 2025 Financial Statements)

Explanation	Board review and approval each month per LILA's internal control practices

Motion	Motion to Approve Treasurer's Report (June 2025 Financial Statements)

Made by	Purkat	Seconded by	May

Discussion	• Prepared reports are worth reading each month. • Transition to SmartER payroll system. Generally successful. • Some financial reports for the month not yet available due to new system growing pains. • Stenmark Financial still our partner. Maintaining relationships with both old and new platforms. • Ordering/purchase request systems for staff members not yet online-some setup is incomplete, but vendor assures is pending. • Overview of budget guideline report.

Vote		Yea	7 Feagan Rynders Schaumann Hathaway Chapman Purkat Rynders Gockowski	Nay	0	Abstain	1 May

Decision	Motion carries.

Action Item: Building and Cyber Security state grant: $15,000 for school security and cyber security including cyber liability insurance.

Explanation	Board review and approval per LILA's internal control practices

Motion	Motion to approve Building and Cyber Security state grant: $15,000 for school security and cyber security including cyber liability insurance.

Made by	May	Seconded by	Rynders

Discussion	Will be applying for this grant, which helps cover cyber-security related expenses.

Vote		Yea	8 Feagan Rynders Schaumann Hathaway Chapman Purkat Rynders Gockowsks	Nay	0	Abstain	1 May

Decision	Motion carries.

Action Item: Approve Donations Report

Explanation	Board review and approval per LILA's internal control practice

Motion	Motion to approve Donation Report

Made by	May	Seconded by	Purkat

Discussion	Only moved from Consent Agenda due to timing of report completion.

Vote		Yea	8 Feagan Rynders Schaumann Hathaway Chapman Purkat Rynders	Nay	0	Abstain	1 May

			Gockowsks				

Decision	Motion carries.

Dialog/Discussion Items

- Enrollment:
  - Possibly revisit the issue of the previously instituted enrollment deadline, in light of lower-than-expected numbers.
  - How to increase visibility against other programs (public schools, White Bear Lake opening a new immersion program)
  - Speculation as to reduced enrollment: families choosing to keep kids home in wake of Annunciation incident. How to make them feel safer? What helps our families?

Reports

Subject	Executive Committee Meeting Minutes 9.9.2025 (for review and file)
Discussion	Reports are filed.

Subject	Recent New Hires and Terminations (report in folder)
Discussion	Reports are filed.

Consent Agenda

Action Item: Approve Consent Agenda (Board folder)

Motion	Motion to approve Consent Agenda - New Hires and Terminations Report, Executive Committee's Meeting Minutes.

Made by	Rynders	Seconded by	Hathaway

Vote		Yea	8 Feagan Rynders Schaumann Hathaway Chapman	Nay	0	Abstain	1 May

			Purkat Rynders Gockowsks				

Discussion	None

Decision	Motion Carried.

Announcements

- Community Updates
    - The Fall Social: Lower School September 12, 2025 (4:30-7:30pm) to celebrate the updated playground.
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- Board Member Training Updates
    - Jonell Pacyga (7.25.2025). “JAB Reading Project” (final review of Reading Rubric for all state program units). Professional Educators Licensing Standards Board (PELSB) + Minnesota Association of Colleagues for Teacher Education (MACTE).
    - Jonell Pacyga (8.18.2025): Lead “Reflect and Reframe” Department of Teacher Education Fall Workshop.
    - Jonell Pacyga (8.19 to 21.2025): “Reflect & Reframe: The Vav” University of Northwestern-St. Paul Fall Faculty Workshop Series.
    - Jonell Pacyga (8.19.25): Lead “Cultivating the Learning Community: Principles and Practices for CTL Groups”. Center for Teaching and Learning.
    - Jonell Pacyga (8.28.2025): Facilitated “K-12/5-12 Methods and Clinical Orientation” Office of Field Experience, University of Northwestern.
    - Julie Lundgren (8.13.2025): Special Education End of Year Grab Bag online PD. MDE, various presenters.
    - Erin Chapman (8.18.2025 - 8.22.2025): STEAM in the Park, Sitka National Historical Park, Expeditions in Education.
    - Kevin Hathaway (8.17.2025): “De-Escalation Strategies, Disruptive Student Behavior, FERPA: Confidentiality of Records, Slips, Trips, and Falls, Student Mental Health: Awareness, Intervention, and Referral” Vector Solutions
    - Kevin Hathaway (8.26.2025): “Sexual Harassment: Staff-to-Staff, Sexual Misconduct: Staff-to-Student, Special Education: Safety in the Classroom” Vector Solutions

Reflection on Board Performance

- Board Chair led activity

Adjourn:

Motion	Motion to adjourn at 7:16 pm