The monthly meeting of the Board of Directors was held Tuesday, October 14, 2025 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 (Parent)	Present
Karl Schaumann (Teacher)	Present
Erin Turner (Community Member)	Present
Jonell Pacyga (Parent, Secretary - At Large)	Present
Corey Purkat (Parent, Treasurer - At Large)	Present
Shannon Peterson (Executive Director, *ex officio member*)	Present
Julie Lundgren (CFO, *ex officio member*)	Absent
Erin Chapman (Teacher)	Present
Kevin Hathaway	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:

- Add “Approve change of board secretary pro term” to 3. Action Items
- Add “Approve Amendment to Policy 214, Mandated Reporting of Child Neglect or Physical or Sexual Abuse” to 3. Action Items
- Add “Approve Review of Policy 310, Equal Educational Opportunity” to 3. Action Items
- Add “Approve Review of Policy 332, Student Attendance” to 3. Action Items
- Add “Approve Amendment to Policy 144, Religion in Schools” to 3. Action Items
- Add “Approve Review of Policy 205, Employee Disability Nondiscrimination 504 Plan” to 3. Action Items
- Add “Approve Amendment to Policy 316, Internet Acceptable Use and Safety” to 3. Action Items
- Add “Group Health Insurance Approval” to 4. Dialog/Discussion Items
- Add “Approve Annual Comprehensive Achievement & Civic Readiness Report” to 3. Action Items
- Add “Executive Director Search Committee Update” to 4. Dialog/Discussion Items

Conflict of Interest Disclosure:

- None

School/Community Presentations:

Name	Position/Role	Presentation
None		

Celebrate LILA:

- Successful trip of 73 6th graders to Wolf Ridge Experience in Finland, MN. It was a great way for all 6th graders to build community and friendships. (Erin Chapman, Michael Rynders)

School Update

- Strategic Plan Pillar 1: Dynamic Student Experience
    - Multi-Tiered Systems of Support (MTSS) Coordinator Alister Olson works to develop infrastructure to support MTSS, with a focus on Tier 1. He has integrated data-based support at all campuses. It is a grant-funded position for 2 years, with re-application through the legislative grant process. A board member suggested he give a current update during the school/community presentation portion of a future board meeting.

    - Leadership is re-examining Upper School “iTerm” (intensive learning experiences). 25%+ of students did not attend last year, so the leadership team has decided to change the intensive learning experiences to be coordinated by grade level and to happen during different dates across the academic year.
    - 15 students in Spain participating in the CASVI exchange program
- Strategic Plan Pillar 2: Collaborative Community
    - LILA is exploring becoming a part of the District 916 consortium. Needs would include updated machines, technology.
    - The CASVI students participated in a Chamber of Commerce meeting.
    - The Scary Scamper 5K has been planned by the LILA Foundation, with a trunk-or-treat event hosted by the LILA PTO. A reminder to invite FL community members was mentioned.
- Strategic Plan Pillar 3: Professional Excellence
    - LILA is in compliance with the MN nepotism act.
    - An update to MN Paid Leave legislation - One issue is that teachers who are on short-term leave (i.e. due to maternity leave/bonding leave), will only receive a portion of their pay compared to full pay if they use banked leave using our old system. Over the next 6 months, Executive Director Peterson will present options to the staff after observing the impact of the legislation.
- Strategic Plan Pillar 4: Advancing LILA’s Future
    - The MN Department of Commerce has a grant program to update their HVAC systems, and CFO Lundgren wrote a letter explaining why charters (who don’t own their own buildings) should be included in the grant. Based on that letter, Commerce included charters in the grant.
    - Ridership on LILA managed busing increased by 1.
    - Enrollment in kindergarten decreased by 9. Additional enrollment expected to help offset loss.
    - Director of Advancement Sean Sonderman was ready to pilot the international student program from Korea to the US, but in the last two weeks all families decided not to attend a US school because of the change in H1 visa status and its implications for future employment in the US.
    - Sonderman worked out a direct pay contract with Century College that will save LILA an estimated $25,000 on PSEO students this year.
    - Post-Covid era Employee Retention Credit grants for employee retention that other schools received are being rescinded and collected. LILA did not apply for these grants.

Action Items

Action Item: Approve change of Board Secretary pro term.

Explanation	Jonell Pacyga is stepping down, Michael Rynders has agreed to Secretary duties

Motion	Motion to Approve Change of Board Secretary Pro Term		
Made by	Corey Purkat	Seconded by	Jennifer May
Discussion	None		

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

Decision	Motion carries.

Action Item: Approve Annual Comprehensive Achievement & Civic Readiness Report

Explanation	Board approval required per MN Statute
Motion	Motion to Approve Annual Comprehensive Achievement & Civic Readiness Report

Made by	Corey Purkat	Seconded by	Renee Feagan
Discussion	None		

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

Decision	Motion carries.

Action Item: Approve Treasurer's Report

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

Motion	Motion to Approve Treasurer's Report

Made by	Corey Purkat	Seconded by	Renee Feagan

Discussion	July and August financials

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

Decision	Motion carries.

Action Item: Approve 2026-27 School Calendar

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

Motion	Motion to Approve 2026-27 School Calendar.

Made by	Jonell Pacyga	Seconded by	Karl Schaumann

Discussion	School year starting before Labor Day (August 31) to meeting busing needs - needed and obtained Legislature approval

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

			Turner Pacyga Purkat				

Decision	Motion carries.

Action Item: Approve Resolution Required for the MSHSL Form A Grant Application

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

Motion	Motion to Approve Resolution Required for the MSHSL Form A Grant Application

Made by	Michael Rynders	Seconded by	Kevin Hathaway

Discussion	None

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

Decision	Motion carries.

Action Item: Approve Youth Voices Health & Wellbeing State Grant Application for $5000

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

Motion	Motion to Approve Youth Voices Health & Wellbeing State Grant Application for $5000

Made by	Jennifer May	Seconded by	Corey Purkat

Discussion	None

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

Decision	Motion carries.

Action Item: Approve Application for the State Cardiac Emergency Response Plan Assistance Grant

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

Motion	Motion to Approve Application for the State Cardiac Emergency Response Plan Assistance Grant

Made by	Karl Schaumann	Seconded by	Renee Feagan

Discussion	None

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

Decision	Motion carries.

Action Item: Approve Amendment to Policy 214, Mandated Reporting of Child Neglect or Physical or Sexual Abuse

Explanation	Board approval required per MN Statute

Motion	Motion to Approve Amendment to Policy 214, Mandated Reporting of Child Neglect or Physical or Sexual Abuse

Made by	Michael Rynders	Seconded by	Corey Purkat

Discussion	Statute updated in policy as of last legislative update

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

Decision	Motion carries.

Action Item: Approve Amendment to Policy 310, Equal Educational Opportunity

Explanation	Board approval required per MN Statute

Motion	Motion to Approve Amendment to Policy 310, Equal Educational Opportunity

Made by	Jennifer May	Seconded by	Kevin Hathaway

Discussion	Added a paragraph to Section III regarding the public posting of equal opportunity statement

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

Decision	Motion carries.

Action Item: Approve Review of Policy 332, Student Attendance

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

Motion	Motion to Approve Review of Policy 332, Student Attendance

Made by	Kevin Hathaway	Seconded by	Karl Schaumann

Discussion	None

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

Decision	Motion carries.

Action Item: Approve Amendment to Policy 144, Religion in Schools

Explanation	Board approval required per MN Statute

Motion	Motion to Approve Amendment to Policy 144, Religion in Schools

Made by	Michael Rynders	Seconded by	Corey Purkat

Discussion	Non-discrimination statement previously under Section II brought to top and italicized

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

			Purkat				

Decision	Motion carries.

Action Item: Approve Review of Policy 205, Employee Disability Nondiscrimination 504 Plan

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

Motion	Motion to Approve Review of Policy 205, Employee Disability Nondiscrimination 504 Plan

Made by	Karl Schaumann	Seconded by	Michael Rynders

Discussion	None

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

Decision	Motion carries.

Action Item: Approve Amendment to Policy 316, Internet Acceptable Use and Safety

Explanation	Board approval required per MN Statute

Motion	Motion to Approve Amendment to Policy 316, Internet Acceptable Use and Safety

Made by	Michael Rynders	Seconded by	Kevin Hathaway

Discussion	Removed reference to "Director" (as opposed to "Executive Director") as the position no longer exists

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

Decision	Motion carries.

Dialog/Discussion Items

- Input Request: Board PD (Jonell Pacyga) - discussed whether or not to do more professional development as a Board.
- Group Health Insurance Approval (Michael Rynders) - discussed the need for the board to approve of group health insurance contracts every 2 years when agreed to (per policy)
- Executive Director Search Committee Update (Jennifer May) - general update that the Committee has begun to meet and will be transparent with the Board regarding the process

Reports

Subject	Finance Committee Meeting Minutes [10.13.25] (for review and file)
Discussion	Reports are filed.

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

Subject	Executive Director Succession Committee [9.11.25] (for review and file)
Discussion	Reports are filed.

Subject	Policy Committee Meeting Minutes [10.13.25] (for review and file)
Discussion	Reports are filed.

Subject	Executive Committee Meeting Minutes [10.14.25] (for 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 (9.9.2025 and 10.1.25 Board Meeting Minutes), New Hires and Terminations Report, Donations Report, Finance Committee Report, Policy Committee Report Executive Committee Report, Executive Director Succession Committee Report..

Made by	Michael Rynders	Seconded by	Corey Purkat

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

Discussion	None

Decision	Motion Carried.

Announcements

- Community Updates
  - Arts, Activities and Athletics and marketing group are putting together a sponsorship outline
- Board Member Training Updates
  - Jennifer May (9.16.25) "HIPAA & Data Practices", "Mandated Reporting and Maltreatment" by STAR Services"
  - Jennifer May (9.17.25) "Board Leadership-The Role of the Director in Today's World" by Conant Leadership
  - Jennifer May (9.18.25) "Understanding Human Design to Nurture Cultures of Excellence" by Conant Leadership

- Shannon Peterson (9.19.25) “2025 SWM School Law Seminar”
- Shannon Peterson and Julie Lundgren (9.25.25) “2025 MACS Public Policy Forum”
- Shannon Peterson (10.2.25) “Nonprofit Life Stages” by St. Croix Valley Foundation
- Shannon Peterson (10.3.25) “2025 Ratwik, Roszak & Maloney, P.A. Annual School Law Seminar”
- Julie Lundgren (9.25.25) “Leading to Grow Leaders” charter school community of practice hosted by Ann Mitchell at MDE
- Jonell Pacyga (9.30.25) “Listen to Lead: Seek First to Understand Your School Community” by Mark Weinberg, National Charter Schools Institute
- Shannon Peterson (10.9.25) “School Marketing Day” by Finalsite.
- Erin Chapman (10.8-10.25) Wolf Ridge Environmental Learning Center: Beaver Habitat, Indoor Rock Climbing, Earthworks, Ojibwe Life, Voyageur Canoeing, High Ropes Course
- Mike Rynders (10.8-10.25) Wolf Ridge Environmental Learning Center: Beaver Habitat, Indoor Rock Climbing, Earthworks, Ojibwe Life, Voyageur Canoeing, High Ropes Course

Reflection on Board Performance

- Board Chair led activity

Adjourn:

Motion	Motion to adjourn at 7:28pm