The monthly meeting of the Board of Directors was held Tuesday, November 11, 2025 at LILA Upper School, 19850 Fenway Ave N Forest Lake, MN 55025.

MEETING MINUTES

General Business

Call to order 6:01 pm

Roll Call:

Board Members/Director Present or Absent

Name	Present/Absent
Renee Feagan (Chair - Parent)	Present
Jennifer May (Vice Chair - Parent)	Absent
Michael Rynders (Parent - At Large)	Absent
Karl Schaumann (Teacher)	Present
Erin Turner (Community Member)	Present
Jonell Pacyga (Parent)	Present
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) *substitute secretary for 11.11.25	Present
Kevin Hathaway (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:

- None

Conflict of Interest Disclosure:

- None

School/Community Presentations:

Name	Position/Role	Presentation
Andy Grice	BerganKDV (aka Creative Planning)	Presented the FY25 audited financials

Celebrate LILA:

- LILA nominated for Innovation award
- Scary Scamper - 5k on 11/01 and Trunk or Treating, food trucks, bouncy house, costumes
- The Puffs performance was a great success!
- CASVI students returned home
- Upper School's first book fair is underway, Sophie the Librarian coordinated with Red Balloon Bookshop

School Update

- Strategic Plan Pillar 1: Dynamic Student Experience
    - CASVI students are all more fluent in Spanish and more worldly after their experience
    - 4 LILA students selected for The Changemaker Project with Joe Nathan - will spend a day at the capitol on 11/15
    - End of Middle Years Program for all 10th graders as they completed their Personal Project - assessed against IB criteria and also sent out for external assessment (whose grading is getting more closely aligned with LILA & IB)
- Strategic Plan Pillar 2: Collaborative Community
    - Boosterthon at Lower School is occurring to fund Language Ambassadors for next year
    - LILA received a Forest Lake Chamber of Commerce award
- Strategic Plan Pillar 3: Professional Excellence
    - No anti-nepotism requests
    - Paid leave discussion with staff - voluntary meetings to occur at Lower and Upper

school
    - Marketing department role changes
- Strategic Plan Pillar 4: Advancing LILA's Future
    - Enrollment is about even compared to last month
    - Compliance with VOA is ongoing

Action Items

Action Item: Treasurer's Report (September 2025 Financials)

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

Motion	Motion to approve Treasurer's Report (September 2025 Financials)

Made by	Corey Purkat	Seconded by	Karl Schaumann

Discussion	Review of report

Vote		Yea	6 Schaumann Turner Hathaway Chapman Pacyga Purkat	Nay	0	Abstain	1 Feagan

Decision	Motion carries.

Action Item: IB/AP STEM state competitive grant application for $75,000 to expand computer science courses at Upper School

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

Motion	Motion to approve IB/AP STEM state competitive grant application for $75,000 to expand computer science courses at Upper School

Made by	Kevin Hathaway	Seconded by	Corey Purkat

Discussion	None

Vote		Yea	6 Schaumann Turner Hathaway Chapman Pacyga Purkat	Nay	0	Abstain	1 Feagan

Decision	Motion carries.

Action Item: FY25 Audited Financial Statements (Financial Statements with Management's Discussion and Analysis, and Communications)

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

Motion	Motion to approve FY25 Audited Financial Statements (Financial Statements with Management's Discussion and Analysis, and Communications)

Made by	Karl Schaumann	Seconded by	Corey Purkat

Discussion	Reviewed report of audit and financials, highlighting the positive things that happened this year

Vote		Yea	6 Schaumann Turner Hathaway Chapman Pacyga Purkat	Nay	0	Abstain	1 Feagan

Decision	Motion carries.

Action Item: Amendment to Policy 242 *Employee Health Insurance*

Explanation	Board review and approval required

Motion	Motion to approve Amendment to Policy 242 *Employee Health Insurance*

Made by	Corey Purkat	Seconded by	Kevin Hathaway

Discussion	Change to the approval process of employee health insurance - no longer needs Board approval

Vote		Yea	6 Schaumann Turner Hathaway Chapman Pacyga Purkat	Nay	0	Abstain	1 Feagan

Decision	Motion carries.

Action Item: Amendment to Policy 118 *Valuation of Contributed Capital Assets*

Explanation	Board review and approval required

Motion	Motion to approve Amendment to Policy 118 *Valuation of Contributed Capital Assets*

Made by	Jonell Pacyga	Seconded by	Kevin Hathaway

Discussion	Minor formatting updates

Vote		Yea	6 Schaumann Turner Hathaway Chapman Pacyga Purkat	Nay	0	Abstain	1 Feagan

Decision	Motion carries.

Action Item: Amendment to Policy 142 *Early Entrance Procedures for Kindergarten and First Grade*

Explanation	Board review and approval required

Motion	Motion to approve Amendment to Policy 142 *Early Entrance Procedures for Kindergarten and First Grade*

Made by	Jonell Pacyga	Seconded by	Corey Purkat

Discussion	Added a non-discrimination clause as is the practice in other policies

Vote		Yea	6 Schaumann Turner Hathaway Chapman Pacyga Purkat	Nay	0	Abstain	1 Feagan

Decision	Motion carries.

Action Item: Review of Policy 312 *Harassment and Violence*

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

Motion	Motion to approve Review of Policy 312 *Harassment and Violence*

Made by	Jonell Pacyga	Seconded by	Kevin Hathaway

Discussion	Up for review, no changes

Vote		Yea	6 Schaumann Turner Hathaway Chapman Pacyga Purkat	Nay	0	Abstain	1 Feagan

Decision	Motion carries.

Action Item: Review of Policy 316 *Internet Acceptable Use and Safety*

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

Motion	Motion to approve Review of Policy 316 *Internet Acceptable Use and Safety*		
Made by	Jonell Pacyga	Seconded by	Kevin Hathaway
Discussion	Up for review, no changes		

Vote		Yea	6 Schaumann Turner Hathaway Chapman Pacyga Purkat	Nay	0	Abstain	1 Feagan
Decision	Motion carries.						

Action Item: Amendment to Policy 354 *Service Animals*

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

Motion	Motion to approve Amendment to Policy 354 *Service Animals*		
Made by	Corey Purkat	Seconded by	Kevin Hathaway
Discussion	Changed the term 'registration' to 'agreement'		

Vote		Yea	6 Schaumann Turner Hathaway Chapman Pacyga Purkat	Nay	0	Abstain	1 Feagan
Decision	Motion carries.						

Dialog/Discussion Items

- FY26 Budget revision 1 draft (Lundgren)
- Grant applications in FY26: summary to date (see report in folder)

Reports

Subject	Finance Committee Meeting Minutes 11/10/25 (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 10/14/25, 10/21/25, 11/4/25 (for review and file)
Discussion	Reports are filed.

Subject	Policy Committee Meeting Minutes 11/4/2025 (for review and file)
Discussion	Reports are filed.

Subject	Executive Committee Meeting Minutes 11/11/2025 (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 (10.14.2025), New Hires and Terminations Report, Donations Report, Finance Committee Report, Policy Committee Report Executive Committee Report, Executive Director Succession Committee Report.

Made by	Jonelle Pacyga	Seconded by	Corey Purkat

Discussion	None

Vote		Yea	6 Schaumann Hathaway Chapman Turner Pacyga Purkat	Nay	0	Abstain	1 Feagan

Decision	Motion carries.

Announcements

- Community Updates
  - Mama Mia production coming soon
  - On 12/17/2025 Senator Kunesh will be coming to visit Lower School (her first visit). Three parents will also be coming who live in her district
  - LILA girls finish swim season, one student qualified for section finals
- Board Member Training Updates
  - CFO Julie Lundgren earned certification in Mental Health First Aid from the National Council of Mental Health via a local course provided through Washington County Public Health (October 2025). The certification is for 3 years and provides knowledge and skill-building for approaching and assisting colleagues and community who may be struggling with mental health issues, and to connect them to resources that can help.

Reflection on Board Performance

- Chair-led activity

Adjourn:

Motion	Motion to adjourn at 7:23pm