The monthly meeting of the Board of Directors was held Tuesday, August 4, 2026 at LILA Upper School, 19850 Fenway Ave N Forest Lake, MN 55025.

**Meeting Minutes**

**General Business**

Call to order 6:03 pm

**Roll Call:**

Board Members/Director Present or Absent

| Name | Present/Absent |
|---|---|
| Renee Feagan (Chair - Parent) | Present |
| Becky Swenson (Teacher) | Present |
| Michael Rynders (Parent - At Large) | Present |
| Karl Schaumann (Teacher) | Present |
| Erin Turner (Community Member) | Present |
| Olivia Christensen (Parent) | Present |
| Katie Quesada, (Parent, Secretary) | Present |
| Nicole Rasmussen (Executive Director, *ex officio member*) | Present |
| Julie Lundgren (CFO, *ex officio member*) | Present |
| Erin Voss (Teacher) | Online |
| 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:**

- Add: Over set class size in KG Chinese 27 and 4th grade 29 (Action item)
- Overview of School Board (Discussion item)

**Conflict of Interest Disclosure**:

- None

**School/Community Presentations:**

| Name | Position/Role | Presentation |
|---|---|---|
| none | | |

**Celebrate LILA:**

- ESY July 6 - 24, 2nd week started yesterday
- Casvi Students arriving soon
- Dodgeball Alumni night tonight
- August 6th Open House/Possible AAA Presentation
- Yard Signs are out (along LILA bus routes)
- 7 ambassadors are coming and 4 have host families so far
- KP and KG playdate - great turn out

**<u>School Update (Executive Director)</u>**

- Staff Changes Report
- Strategic Plan Reflection
    - Life After LILA - highlighting alumni
    - Purchasing math curriculum for 8 years moving forward K-Algebra 2 and Geometry
    - AAA - fall season starting, open gyms, captain's practice, meetings
    - Potential partnership with sister school in China (LS Principal spearheading)
    - Collaborative Community - Casvi is set up. Ambassadors are looking for families
    - Back to School events coming up at LS/US
    - Professional Excellence - staffing is looking good, all new staff should arrive on time
    - Teachers returning soon
    - Social at US on August 19th 8:30-10:00am, board members welcome
    - PD plans are established - focus on district-wide alignment
    - All new staff have been paired with mentors (paid by grant)
    - Data Dashboard purchased over the summer - more info to come
    - Advancing LILA's Future
        - Enrollment Report
            - Enrollment looks good overall, up from projections (up 25 from last year), Kinder and 3rd grade grade enrollment up-3rd grade on

Spanish waitlist
- Preschool enrollment down
- All VPK spots filled
- Early LearningPathway scholarships to be awarded

- Strategic Plan
  - SWAT analysis planned
  - Students, parents, alumni and alumni parents, staff input
  - Community partners' input to identify opportunities
  - Community meetings coming late fall

**Action Items**

**Action Item: Treasurer's report (June 2026 financial reports)**

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

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| Motion | Motion to approve Treasurer's report (June 2026 financial reports) |

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| Made by | MIke Rynders | Seconded by | Karl Schaumann | |

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| Discussion | Reaching the end of FY26, finances are as expected. Balance sheet is an accurate representation of where we are. Met all financial targets and in a strong financial position. Many grants approved and in use this year. Audit fieldwork coming up 8/31 with draft reports expected by the end of October. |

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| Role Call Vote | | Yea | 8<br>Swenson<br>Rynders<br>Schaumann<br>Christensen<br>Turner<br>Quesada<br>Voss<br>Hathaway | Nay | 0 | Abstain | 1<br>Feagan |

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| Decision | Motion Carries |

**Action Item: Amend Policy 110 *Internal Controls***

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| Explanation | Minor changes to policy |

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| Motion | Motion to approve amendment to Policy 110 Internal Control |

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| Made by | Becky Swenson | Seconded by | Erin Turner |

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| Discussion | No longer need PO log or notifications due to the new system - SMART Finance.<br>Building company section - removed info regarding controls prior to 2015; explained school and building company “due to/due from” interplay. Specifics in posted policy. Minor grammatical errors adjusted. Updated roles. |

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| Role Call Vote | | Yea | 8<br>Swenson<br>Rynders<br>Schaumann<br>Turner<br>Christensen<br>Quesada<br>Voss<br>Hathaway | Nay | 0 | Abstain | 1<br>Feagan |

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| Decision | Motion Carries |

**Action Item: Amend Policy 118 *Valuation of Contributed Capital Assets***

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| Explanation | |

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| Motion | Motion to approve amendment to policy 118 valuation of contributed capital assets |

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| Made by | Kevin Hathaway | Seconded by | Mike Rynders |

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| Discussion | Need to put a value on assets that cost more than $10,000. Removed specific valuation products listed in policy that no longer exist. |

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| Role Call Vote | | Yea | 8<br>Swenson<br>Rynders<br>Schaumann<br>Turner<br>Christensen<br>Quesada | Nay | 0 | Abstain | 1<br>Feagan |

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| | | | Voss<br>Hathaway | | | | |

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| Decision | Motion Carries |

**Action Item: Approve Ag Literacy Grant for $600 for middle and high school agriculture & food unit**

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| Explanation | Money for grow lights and supplies for existing garden towers |

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| Motion | Motion to approve Ag Literacy Grant for $600 for middle and high school agriculture & food unit |

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| Made by | Erin Turner | Seconded by | Kevin Hathaway |

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| Discussion | None |

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| Role Call Vote | | Yea | 8<br>Swenson<br>Rynders<br>Schaumann<br>Turner<br>Christensen<br>Quesada<br>Voss<br>Hathaway | Nay | 0 | Abstain | 1<br>Feagan |

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| Decision | Motion carries |

**Action Item: Approve Student Handbook (Lower and Upper School)**

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| Explanation | Board approval needed for annual handbooks by building |

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| Motion | Motion to approve updated student handbooks |

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| Made by | Katie Quesada | Seconded by | Erin Turner |

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| Discussion | Minimal changes. Change of listed school year. |

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| Role Call Vote | | Yea | 8<br>Swenson<br>Rynders<br>Schaumann<br>Turner<br>Christensen<br>Quesada<br>Voss<br>Hathaway | Nay | 0 | Abstain | 1<br>Feagan |

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| Decision | Motion carries |

**Action Item: Approve over limit for Chinese 4th Grade classes**

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| Explanation | Chinese KG has 27 and 4th has 29 students-Approval required. |

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| Motion | Motion to approve over limit for Chinese 4th Grade class |

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| Made by | Karl Schaumann | Seconded by | Kevin Hathway |

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| Discussion | Concern about support in classrooms with higher numbers. Board policy allows acceptance of students beyond the set class size limit with board approval. Class size limit in grades 3-5 is 26. |

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| Role Call Vote | | Yea | 5<br>Schaumann<br>Christensen<br>Turner<br>Voss<br>Hathaway | Nay | 3<br>Rynders<br>Swenson<br>Quesada | Abstain | 1<br>Feagan |

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| Decision | Motion carries |

**Dialog/Discussion Items**

- Discussion and/or set committee meeting dates
    - Committees should meet earlier in the monthly cycle so their committee reports and minutes can be submitted to VOA three days before meetings
    - Executive Committee meets before board meeting
    - Governance - last Thursday of the month
- School Board meeting location
    - Swenson suggests half of board meetings be located in the Lower School library and half at Upper in order to promote district-wide connection for board members
    - July-December at Upper School
    - January-June Lower school
- School Board Role vs. Management Role
    - Handout provided by board chair
    - Board sets large direction
    - Reminder of board etiquette in handling the public

- By Law Update
    - VOA reviewed bylaws and suggested changes to align with 2024 statute
    - Change needs to be made for CFO ex officio role
    - Only person who can be ex officio on a board is the CEO (executive director) (add to the agendas upcoming)
        - ED Rasmussen suggested the board have a standing statement re: CFO to share report and institutional knowledge
        - Parents/Staff/18+ students vote on bylaw changes (20% vote required)

**Reports**

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| Subject | Finance & Audit Committee Meeting Minutes, 6.8.2026 (for review and file) |
| Discussion | Reports are filed. |

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| Subject | Executive Committee Meeting Minutes, 6.9.2026 (for review and file) |
| Discussion | Reports are filed. |

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| Subject | Executive Director Review Committee Meeting Minutes, 6.9.2026 (for review and file) |
| Discussion | Reports are filed. |

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| Subject | Recent New Hires/Terminations (for review and file) |
| Discussion | Reports are filed. |

**Consent Agenda**

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

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| Motion | Motion to approve Consent Agenda: Board Meeting Minutes from June 2026 meeting; Donations Report |

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| Made by | Mike Rynders | Seconded by | Karl Schaumann |

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| Discussion | None |

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| Role Call Vote | | Yea | 8<br>Swenson<br>Rynders<br>Schaumann<br>Christensen<br>Turner<br>Quesada<br>Voss<br>Hathaway | Nay | 0 | Abstain | 1<br>Feagan |

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| Decision | Motion carries. |

**Announcements**

- Community Updates
    - See Celebrations
- Board Member Training Updates (below)
- Kevin Hathaway (7.26.2026): AED (Automated External Defibrillators), Bloodborne Pathogen Exposure Prevention, Bullying: Recognition and Response, Conflict Management: Managing the Angry Parent, Conflict Management: Student-to-Student, De-Escalation Strategies, Disruptive Student Behavior, FERPA: Confidentiality of Records, Slips, Trips, and Falls, Special Education: Staff Safety in the Classroom by Vector Solutions Online Training
- Kevin Hathaway (7.27.2026): Sexual Harassment: Staff-to-Staff, Sexual Harassment: Staff-to-Student, Youth Suicide: Awareness, Prevention, and Postvention by Vector

Solutions Online Training
- Kevin Hathaway (7.28.26): Less Compliance, More Interoception: Understanding What Our Bodies Need to Participate Successfully by American Occupational Therapy Association (AOTA)- Kelly Mahler
- Becky Swenson (6-29-26): Open meeting Law Series, Data Practices Training Video and Data Practices Potpourri February 2024 by Data Practices Office
- Becky Swenson (6-29-26): How to be a Great Board Chair and Board Roles and Responsibilities by Propel Non-Profits
- Erin Voss (6-29-26): Open meeting Law Series, Data Practices Training Video and Data Practices Potpourri February 2024 by Data Practices Office
- Erin Voss (6-29-26): How to be a Great Board Chair and Board Roles and Responsibilities by Propel Non-Profits
- Nicole Rasmussen (7.29.2026): I love u guys training: School safety and reunification

**Reflection on Board Performance**

- Chair-led activity

**Adjourn: 7:32 pm**

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| Motion | Motion to adjourn at 7:32 pm |