

## LIFE Prep Vision

LIFE Prep ignites a desire to achieve and inspires students' hope for a bright future. Students develop self-confidence through their accomplishments and are empowered to pursue their dreams. We provide encouragement and a foundation for perseverance; preparing students to thrive as individuals on a successful life path.

### October 2024 Board Meeting Minutes of LIFE Prep

**Date:** Monday, October 28, 2024

**Time:** 5:00 PM-6:30 PM

**Location:** LIFE Prep School: 930 Geranium Avenue East, St. Paul, MN 55106

**In attendance:** Nou, Beth, Hughes (via zoom), Obermueller (via zoom)  
Leah, Christyna

**Absent:** Gillian

**Agenda:** called to order at 5:18 by Nou

1. Conflict of Interest
  - none
2. Consent Items:
  - a. Review/approve September 2024 minutes
  - b. Review/approve October agenda
    - Added approval for local literacy plan
    - Hughes motions
    - Seconded by Obermueller
3. Authorizer Communication – (The Guild)
  - Annual review for this year
  - Offering more support this year rather than previously
4. Executive Committee Report - Nou
  - Did not meet this month
  - Will meet on 11/4 and Nou will update
5. Policy Committee Report – Christine
  - Admissions and Enrollment report
    - Changes made to reflect requests from Guild
6. Finance Committee Report
  - Leah met with Dawn last week
  - Checked to make sure salaries were coded correctly, specific line items correct, number of staff correct
  - Checked to see if we would receive money for READ Act training. Payment comes in by end of the month. Available anytime after that. Payment will be given to teachers as a stipend after completion of CAREIALL in January. Leah is going to check with Dawn about the Read Act Literacy Aid listed in Oct's Income Expense Statement.
  - Double checked on library funds—funds do not expire. You get the funds yearly now.
7. Executive Director's Report – Leah
  - Enrollment: 143
  - ADM: 125
  - Attendance: 94%
  - Truancy still an issue. Admin making phone calls to parents to discuss attendance concerns

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- Purchased Zearn as a new math curriculum. Intervention materials, K-6.
  - 6 students currently in SST.
  - 39 students in Title
  - No students under Sped evals currently
  - 2 students suspended in Sept—total of 3 suspension
  - Fundraising closes the first week in Nov
  - Hired a new para
  - 1st school assembly—honoring students who are focusing
  - Literacy Night on 10/30
  - Renewal year with the Guild. Site visit on 11/22 from 9:00-2:00. Nou has an hour long zoom meeting with the Guild. Lots of support needed from the board through renewal. No framework given for expectation for site visit
8. Public Communication to the Board
- none
9. Board Actions
- a. Check Register for September 2024
    - Question about Risdahl campaign and money spent on marketing through them. Risdahl sent more info to families in area of STEP academy
    - Obermueller motions
    - Hughes seconds
  - b. Approve Annual Report
    - Highlighted positives at the end: PBIS, balanced budget without taking away from student programming
    - Adding pictures of awards assemblies
    - Format is the same: teacher retention, testing data (MCAs, FAST),
    - Not a lot of changes other than data and showcasing positives
    - Goals will change—Cindy says that goals were not well written. Goals have not changed since our initial contract with them. Want goals to show what our students are learning and what we have accomplished.
    - Beth motions
    - Hughes seconds
  - c. Approve Admissions and Enrollment policy
    - Combining of 2 policies and met requirements from the Guild
    - Purpose is included—standard language from MACS
    - Specific language needed to be included/changed. Redundancy needed to be corrected between the two existing policies which are now considered one
    - Obermueller motions
    - Hughes seconds
  - d. Approve Local Literacy Plan
    - All changed this year. Does not reflect anything we've done in the past.
    - Used MDE's template for data and testing reporting
    - Curriculums used are listed on literacy plan
    - Discussed literacy growth plan and what we plan to accomplish. Does the board need to support and check in on? Do not need to check on monthly, but can report on by trimesters.

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- Literacy team will need to be created. Worry about the amount of staff that can participate in team, especially with CAREIAll—may have to be postponed until next year.
- Hughes motions
- Obermueller seconds

10. Adjournment at 5:46

Hughes motions

Obermueller seconds

**Next regular board meeting: Monday, November 18, 2024 @ 5 PM**