

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.

April 2023 Board Meeting Minutes of LIFE Prep

Date: Monday, April 17, 2023

Time: 5:00 PM-6:30 PM

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

Members: Nou Yang, Gillian Swaby, Beth Larson, Mike Day and Christine Obermueller

Also in attendance: Leah Jones, Kelsey Nelson

Agenda: called to order at 5:35

- Gillian motions
 - Beth seconds
1. Conflict of Interest
 - None
 2. Consent Items:
 - o Review/approve April 2023 agenda
 - Mike motions
 - Gillian seconds
 - o Review/approve March 2023 minutes
 - Christine motions
 - Beth seconds
 3. Authorizer Communication – (The Guild)
 - None
 4. Executive Committee Report – Nou
 - Reviewed Ex. Director survey results from staff as part of performance review
 - Discussed upcoming year, thoughts going forward, and discussed the comments written
 - After reviewing and discussing, the executive committee has a plan for going forward and will be recommending renewal of the Executive Director's contract
 - Leah noted on some of the comments listed and the difficulties this year
 - Discussed the need to clarify job roles within administration to staff
 - Leah noted that the need to hold employees accountable and supporting staff are both important and also look different to different people
 - The board applauds Leah and how she is not dismissive of the comments, speaks to them, answers questions and understands where they are coming from.
 - Plan to continue to work with Joan for mentorship and put other plans in place to support staff and students
 - Discussed the opportunities for teachers to reach out for support during regular Q-comp meetings, meetings with the instructional leadership and ask for the instructional support, classroom support, etc.
 - Noted the importance of meeting attendance communication to maintain quorum while members are on leave
 5. Policy Committee Report – Christine
 - None
 6. Finance Committee Report – ~~Katie~~ Leah

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.

- Financials look good, nothing stands out
 - Still concerns about spending the full ESSR funds
 - Noted the Charter School Lease Aid and Special Education Aid- Federal being at 0% of original budget but those items will update
7. Executive Director's Report – Leah
- Enrollment: 171 with pre-k
 - ADM: 160
 - Attendance: 86%
 - Meetings with families regarding attendance/retention have made a big difference in those students' daily attendance
 - MCAs began in April 10th, testing is going well
 - Learning Lab is going very well. Students have been participating in lots of great activities
 - April 14th PD went well, Northern Clay came and staff completed an online course of their choice thru BER
 - Open positions for next year are posted
 - Raise \$1,400.00 from the Spaghetti dinner
 - The contract with 3D Response has been signed, John Hubener is working on grants for the project and the safety assessment has been scheduled for the 19th at 5:30.
 - Discussed playground status and need for a conversation the church
8. Other Business -
- o Goals review
 - Attendance: LIFE Prep School will maintain a measurable goal of 85% average daily attendance, annually, as measured by year end MARSS data.
 - 86%
 - Ready for School: 80% of students enrolled in Pre-K at LIFE Prep will be proficient on the Kindergarten level reading assessment in the spring preceding their Kindergarten year. This goal is aligned with WBWF goal, "all children are ready for school."
 - Assessment will take place in the next couple of weeks and will revisit after the assessment is administered
9. Public Communication to the Board
- None
10. Board Actions
- o Check Register for March 2023
 - Mike motions
 - Christine seconds
 - o Executive Director contract for May 2023-May 2024
 - Christine motions
 - Gillian approves
 - Approved unanimously
11. Adjournment at 6:38
- Gillian motions
 - Beth seconds

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.

Next regular board meeting: Monday, May 15, 2023