

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.

June 2024 Board Meeting Minutes of LIFE Prep

Date: Tuesday, June 11, 2024

Time: 5:00 PM-6:30 PM

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

Members in Attendance: Christine, Nou, Madison, Beth, Brittany and Gillian
Others in attendance: Leah, Kelsey, Christyna

Agenda: called to order at 5:49 by Beth

1. Conflict of Interest
 - None
2. Board Election Results
 - 40 Brittany Hughes
 - 43 Christine Obermueller
 - 42 Nou Yang
 - 41 Madison Theusch
 - Gillian motions to accept the election results
 - Beth seconds
 - All nominees will now be members of the Board
3. Consent Items:
 - a. Review/approve June 2024 agenda
 - Beth motions
 - Christine seconds
 - b. Review/approve May 2024 minutes
 - Gillian motions
 - Beth seconds
4. Authorizer Communication – (The Guild)
 - Admin and Nou will be attending a meeting with The Guild next week
5. Q-Comp Results (Brittany Hughes)
 - School Wide Goal: MCAs- All students in grades three through six will increase their overall reading proficiency (meeting or exceeding) from the baseline of 27.6% to 39% in FY23. This equates to a 10 annual increase.
 - Final MCA scores will be available in August 2024
 - Observations: Teachers will be observed 1 or 2 times a year and must score proficient or above.
 - 100% of staff met this goal
 - Teacher Goal: Teachers will maintain a portfolio showing evidence of teacher and student growth and goal attainment
 - 100% of staff met this goal
6. Executive Committee Report - Nou
 - Jennie did give her resignation from the board
 - Executive Committee met for the Executive Director review
 - Discussed the board survey results
 - Reviewed Leah's self-evaluation

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- Making the recommendation to renew Leah's Executive Director contract for the 2024-2025 school year
7. Policy Committee Report – Christine
 - No meeting since last board meeting, will update after next meeting
 8. Finance Committee Report (Leah)
 - An email will be sent to the board with the revised budget that reflects contract changes as soon as possible
 9. Executive Director's Report – Leah
 - Enrollment is our main focus for the next 2 years
 - Will continue to work with Risdall Marketing- promotional video will be done next week and campaigns will begin ASAP
 - READ Act- LP teachers are now registered for PD and it begins in late August
 - Open positions for next year are one special education teacher, one music teacher and two possibly three paraprofessionals- Openings are posted on EdPost
 - Audit is now complete
 - Playground- told we would have the display boards by the end of the last month which has not happened. Will be looking at other options
 - Lease revisions with the church- our lease will be adjusted for the next two years, this is a savings of roughly \$80,000. We will have a balanced budget for next year
 - Food service contract is in the final steps
 - New bus contract, new start time set
 - No actions needed at this time
 10. Public Communication to the Board
 - None
 11. Board Actions
 - a. Check Register for May 2024
 - Madison motions
 - Gillian seconds
 - b. Executive Director contract for June 2024 - June 2025
 - Gillian motions
 - Christine seconds
 12. Adjournment at 6:21
 - Beth motions
 - Gillian seconds

Next regular board meeting: Monday, August 26, 2024 @ 5 PM