

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.

May 2024 Board Meeting Minutes of LIFE Prep Annual Meeting

Date: Monday, May 20, 2024

Time: 5:00 PM-6:30 PM

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

Members present: Nou, Madison, Christine, Gillian, Jennie, Beth

Also present: Leah, Christyna, Kelsey, Jim Z.

Called to order at 5:08 by Nou

Agenda:

1. Conflict of Interest
 - None
2. Consent Items:
 - a. Review/approve revised May 2024 agenda
 - Need to amend the agenda with 2 actions
 - New
 - Christine motions
 - Gillian seconds
 - b. Review/approve April 2024 minutes
 - Beth motions
 - Madison seconds
3. Authorizer Communication – (The Guild)
 - Jim is in attendance tonight
 - No other communication report
4. Executive Committee Report - Nou
 - Met last week to discuss annual meeting, election process, and executive director review
 - June's meeting will now be on the 11th and will be the election meeting
 - The executive director review is in process
5. Policy Committee Report – Christine
 - Still discussing policy 202 Charter School Board Officers and how to best structure it to fit our school needs. Working on term start and end date timing during the school year, officer roles, elections and training. Will bring to the board for approval when complete.
6. Finance Committee Report- Leah
 - No meeting but in the process of still discussing changing contracts for next year to find the best cost savings which is going well
 - When contracts are finalized, there will be revised budget brought to the board for approval
7. Executive Director's Report – Leah
 - ADM- 135
 - Attendance 89%, a lot of absences this last month of school

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- READ Act- a new cohort will be opening this week and we will be joining that group. PD starts in late August. Waiting on MDE to send the link for registration
 - Audit- still not completed- update from Dawn
 - House celebration is May 22nd (Berhasil was our winner!), 6th grade graduation in May 29th, K graduation is May 30th, last day of school is May 31st.
 - Marketing- promotional video re-do was completed last week. Hoping to have the video by the end of this month
 - New bus company for next year and the contract has been signed, a new start time will also follow with this (8:15 start time and 3:15 dismissal, before care will still be provided)
 - Family and staff surveys were completed (only 12 responses from families), results will be shared in June (transportation and food were common concerns, the rest have been positive)
 - Playground- was told we will have the display boards by the end of the week
 - Lease revisions with the church- waiting to hear back from them, will know by the end of this month
 - Expulsion date hearing is set for May 24th at 6pm- requesting a committee of the board (3 members), it is expected that other options will be taken by the family and not need to do the expulsion process but we will have a committee ready if needed
 - Actions needed- approve new start time for next year- 8:15-3:15
 - Approve Food Service contract pending MDE approval- 4 companies put in a bid this year.
 - Recommending moving from CKC to Cafe Racer which scored significantly higher on our charts than others which is what MDE recommends we follow.
 - Asking the board to approve now so that it can be put into the budget for the June meeting but will still need MDE approval
8. Public Communication to the Board
- None
9. Board Actions
- a. Check Register for April 2024
 - Christine motions
 - Beth seconds
 - b. Approve new start and end time for 2024-2025 school year (8:15-3:15)
 - Gillian motions
 - Jennie seconds
 - c. Approve new food service contract with Cafe Racer for 2024-2025 (pending MDE approval)
 - Madison motions
 - Beth seconds
10. Adjournment at 5:38 by Nou
- Christine motions
 - Gillain seconds

Next regular board meeting: Tuesday, June 11, 2024