



Learning in a Family Environment

Minnesota Charter School District #4035

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**Learning in a Family Environment**

## **Background**

At LIFE Prep, we consider ourselves a family -- one in which ALL students are important to us. Our name says it all... LIFE Prep stands for Learning In a Family Environment.

Our core values are "LOVE, LEARN, ACHIEVE, SUCCEED." These values guide us in providing the loving and encouraging atmosphere our students need to thrive in their learning. We challenge all students to grow as learners and expect the best from them. Our goal is to prepare students for success, not just while at school, but also in their communities and in their lives and for their futures.

We believe all students can learn. Students build success through all the supports LIFE Prep offers. At the core of our academic program are Individual Learning Plans for all students. Each student learns through a plan designed to support their specific needs. Both accelerated learning and supported learning are a part of our daily academic programming. Title Reading services provide instructional support and University of Wisconsin, River Falls Falcon Tutors, as well as University of St. Thomas (UST).

LIFE Prep's goal is to prepare each and every student to be career and college ready. Our students learn strong 21st century skills and each student is prepared to take the next steps through middle school, high school and beyond.

LIFE Prep is entering our 24th year with a strong commitment to providing a nurturing, family-like learning environment. Our core values, LOVE, LEARN, ACHIEVE,

SUCCEED are at the heart of our daily work and show the strength of our commitment to our students success.

## District Name, Number, and Address

LIFE Prep, Minnesota School District #4035, is a charter school in the Payne-Phalen neighborhood of St. Paul. The school's address is 930 Geranium Ave. E., St. Paul, MN 55106.

LIFE Prep served students from Pre-K through sixth grade during the 2022-2023 school year. The school was established in 1998 and in June of 2018, completed its 21st year. Located in the complex owned by St. Casimir's Church of the St. Paul Catholic Dioceses, LIFE Prep inhabits the space formerly used by St. Casimir's School. The website for LIFE Prep is [www.lifeprepschool.org](http://www.lifeprepschool.org).

## Mission

LIFE Prep School believes all students can learn and our students are at the heart of everything we do. We are committed to strong, standards based and differentiated instruction for all students. Our commitment to closing the achievement gap comes from a dedication to academic accomplishment through the delivery of a rigorous curriculum. The inclusive multicultural community is a safe place to learn and overcome adversity. Learning In a Family Environment empowers students to own their success.

## 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.

## Purpose

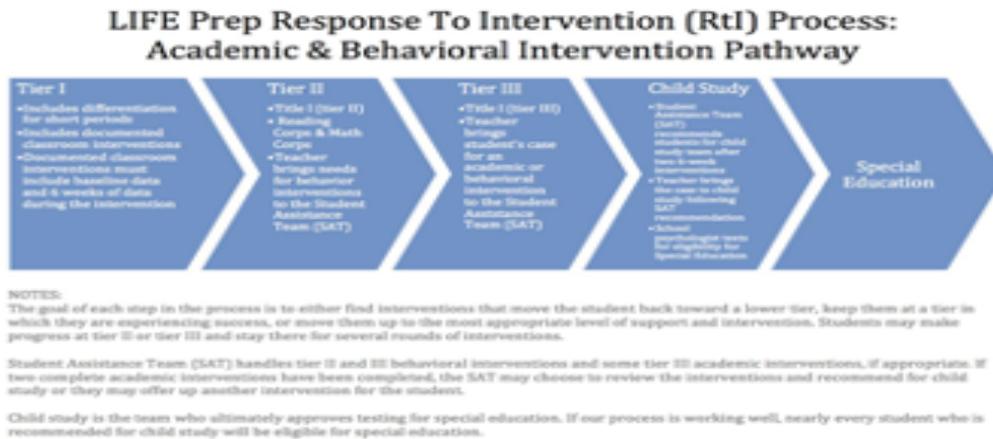
LIFE Prep is focused on improving pupil learning and student achievement in the following areas.

*1. Increasing learning opportunities for **all** pupils. This includes: strong advocacy for each student and small learning environments; flexible grouping based on learning needs; Response to Intervention (Rtl) for reading and math tutoring during school, and 6:00 a.m. - 7:30 am for morning care.*

LIFE Prep uses a Daily 5 model to provide all students with small group, differentiated instruction. Student learning is guided by Individual Learning Plans for each student based on their current assessments and needs. Wisconsin River Falls University Tutors and St. Thomas students also provide daily tutoring during the school day.

LIFE Prep's RTI is a 3 tiered process for both academic and behavioral components. A final

referral to the Special Education Child Study Team is completed if necessary.



The before school program is available for students beginning at 6:00am.

2. Measuring learning outcomes and creating different and innovative forms of measuring outcomes by engaging multiple measures of proficiency and growth, including, FASTBridge testing, LLI, MCA testing, and progress monitoring during interventions.

LIFE Prep student achievement is tracked and measured in a variety of ways. Each student's learning goals are documented on their Individual Learning Plan (ILP) and progress is monitored on these goals. The ILP is a tool used by our City Connect Counselor, classroom teachers, and SST team. Progress is monitored for both support and enrichment opportunities. Formative and summative assessments are conducted in classrooms by a student's primary teacher based on state standards. Students are assessed using standardized testing with FASTBridge, a minimum of 3 times a year. All students participate in the MCA or MTAS if appropriate.

3. Creating new professional opportunities for teachers, including the opportunity to be responsible for the learning program. The School operates on a shared decision-making model and distributive leadership. LIFE Prep practices shared decision making through an Instructional Leadership Team structure.

### **Instructional Leadership Team**

The instructional leadership team (ILT) is the overarching leadership group overseeing the Q-comp program, Reading Specialist, Title 1 Services, EL, and SST. The ILT meets

in collaboration with the Special Education program to improve services for students that are in Special Education. The ILT meets monthly and makes important decisions about instruction, assessment, and curriculum. These decisions were informed by the work of the four leadership teams of the Clmp team: Q-Comp, standards, response to intervention, and student assistance team.

## **Q Comp Team**

In order to examine grade level data, support teacher advancement and leadership, as well as come to consensus on how to best teach the important skills and concepts of the grade level, LIFE Prep formed horizontal, or grade level, learning teams that worked from the four essential questions of a PLC as defined by Richard DuFour, et. al. in Learning By Doing (2010):

1. What is it that we want students to learn?
2. How will we know if they have learned it?
3. What will we do if they did not learn it
4. What would we do if they did learn it?

There are four components in a Q Comp system:

- Career ladder/advancement options (teacher leadership positions and responsibilities)
- Job-embedded professional development (frequently utilizing teacher leaders and professional learning community structures)
- Teacher evaluation
- Performance pay and alternative salary schedules

Teachers met bi-weekly to discuss student work, assessments, needs of particular students, reading strategies, classroom management strategies, and new curriculum implementation.

## **Response to Intervention**

LIFE Prep began a school-wide response to intervention (RtI) program in 2014-2015. This was spurred by the hiring of two Title I teachers, who recorded and analyzed student data and developed comprehensive strategies for students to improve in reading skills. During the school year, there were four six-week intervention cycles with students who were below grade level. The goals are to serve every child who qualifies and for students to exit the intervention being caught-up to grade level. Due to a decline in enrollment, LIFE Prep employed one Title teacher for the 2022/2023 school year. Title I continues to be an important part of our program.

## **Program Model**

During the 2022-2023 school year, 90% of our students were eligible for free or reduced price school meals. We serve many students from families with limited resources to

support learning in the home. LIFE Prep welcomes all students regardless of background and seeks to provide a learning environment that meets the child where they currently are to help them progress and succeed throughout their tenure at LIFE Prep and beyond. Some of the school's important features are:

- High academic standards
- Data driven decision-making policies
- Academic achievement supported by assessments
- School-wide Response to Intervention (Rtl) services
- Standards-based instruction
- Low student to staff ratio
- Free breakfast and lunch
- Building is open from 6:00 A.M through 3:00 P.M
- Family and community involvement
- Diverse student population
- Music, art, recess and extra movement time each day
- Q-Comp teacher growth program
- Student teachers from University of Wisconsin River Falls & University of St. Thomas (UST)
- Weekly college tutoring from the University of Wisconsin River Falls & UST

In the 2022-2023 school year, LIFE Prep was open from September 6th, 2022-June 2nd, 2023. The school offered an extended learning year Distance Learning (ESY) program during June 19th through August 10th, 2022 from 8:00-11:00 am Monday through Thursday.

LIFE PREP continues to welcome and celebrate diversity with a wonderfully diverse population. This diversity allows for the understanding, honoring, and learning of cultures through direct interaction and learning together.

### School Governance

An organizational chart showing the governance and management responsibilities of individuals and groups of LIFE Prep can be found in Appendix A of this document.

### Board Composition and Training

#### 2022-2023 School-Year Charter Public School Board

2022-2023 Annual Board Meeting Date: May 15th, 2023

Name	Title	Membership Type	Term Date	Subject	Date	Committee
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Leah Jones	Executive Director	Ex Officio		Governance, Finance , and HR	June 20, 2023, February 27, 2023, April 17, 2023	
Nou Yang	Board Chair	Parent	Start- 5/2021 End- 5/2024	Governance, Finance , and HR	June 20, 2023, February 27, 2023, April 17, 2023	Executive, Finance
Christine Obermueller	Secretary	Teacher	Start- 5/2021 End- 5/2024	Governance, Finance , and HR	June 20, 2023, February 27, 2023, April 17, 2023	Executive, Policy
Katie Schlosser	Treasurer	Teacher	Start- 5/2021 End- 5/2024	Governance, Finance , and HR	June 20, 2023, February 27, 2023, April 17, 2023	Finance
*Jennie Thao	Member	Community Member	Start- 1/2023 End- 5/2025	Governance, Finance , and HR	June 20, 2023, February 27, 2023, April 17, 2023  *Has not received new board member training	
Gillian Swaby	Member	Community Member	Start- 5/2021 End- 5/2023	Governance, Finance , and HR	June 20, 2023, February 27, 2023, April 17, 2023	Fundraising
Mike Day	Member	Community Member	Start- 5/2021 End- 5/2024	Governance, Finance , and HR	June 20, 2023, February 27, 2023, April 17, 2023	Fundraising
Beth Larson	Member	Teacher	Start- 12/2021 End- 12/2024	Governance, Finance , and HR	June 20, 2023, February 27, 2023, April 17, 2023	

*\*indicates new board member*

### Board Practices, Processes, and Performance

The board reviewed the bylaws at its annual meeting of the membership in May 2023.

Open meetings laws are followed by posting meeting times on the school website and on the exterior door of the school. Minutes of past meetings are posted on the website.

Prior to each board meeting, agenda items are collected by the vice chair and organized by the chair. During the meetings, parliamentary procedure is followed with motions, discussion, and voting. The secretary records votes in the minutes.

The board has three active committees in perpetuity: executive, finance, and policy. Key decisions are made by the board in committee or in general or special sessions. Each committee delivers a report at the general meetings of the board. The board is briefed on the monthly financial report by Dawn Jenkins.

A written executive director's report is delivered during each meeting. Topics included are the following

1. Enrollment
2. Attendance
3. Finances
4. Instruction & Culture
5. Student Behavior
6. New Considerations

The board approves an annual budget and revises it as necessary.

### Administrative Team

Name	MDE File Folder #	Assignment	Years Employed at LIFE Prep
Leah Jones	430650	Executive Director & Principal	18
Christyna Sherrod	476774	Assistant Director	11
Beau Junker	492766	Administrative Coordinator	7
Lori Steider	x	Admin. Asst.	14
Kelsey Nelson	x	Chief Operating Officer	8
Lucas Balfant	x	Facilities Manager	3

## Evaluation of the Administrative Team

The executive team of the board of directors supervises the executive director. At the end of the school year, the board reviews the goals and the progress made toward the goals. Based on the performance of the executive director, the board may decide to renew the contract of the executive director or decline renewal of the contract for the following school year.

All other members of the administrative team are periodically coached and evaluated by the executive director.

## Food Program

The food service program was coordinated by Thang Nyugyn. He organized the menus, the sales of meals, and the school staff. He teamed with the staff hired by our caterer, Caravan Kids Catering (CKC). During a typical school year, CKC staff prepares and distributes the food and cleans trays and kitchen surfaces.

## Teaching Faculty & Licensed Staff

### Teachers & Licensed Staff

	Name	Assignment	File Folder #	FY2022	FY2023
1	Katie Bowman	Pre-Kindergarten		X	
2	Luz Herrera	Pre-Kindergarten			X
3	Beth Larson	Title 1	371109	X	X
4	Kuturah (Kate) Roth	Kindergarten	402221	X	X
5	Maggie Decker	1	509283	X	X
6	Christine Obermueller	1	474811	X	X
7	Cassandra Sprandel	2	493806	X	
8	Brittany Hughes	2	480937	X	X
9	Colleen Diaz	3	508960	X	

10	Katie Schlosser	6	470935	X	X
11	Madison Wiederhoeft	4	499233	X	X
12	Brittany Pierce	4	470821	X	
13	Jeanna Manning	3	496304	X	X
14	Ryan Busse	PE	1003925	X	
15	Autumn White	Art	1005563	X	X
16	Lindsey Rogers	3	1005057	X	
17	Simin Schmaucher	Music	488076	X	X

18	Alaina Larson	5	1008969	X	
19	Christine Brinkman	ELL	444374	X	X
20	Renee Hendrickson	Special Education	503572	X	
21	Elisabeth Riley	Reading Specialist	479783	X	
22	Heidi Wilson	Special Education	385693	X	X
23	Anne Mee	School Counselor	503369	X	X
24	Natalee Tangen	Social Worker	1005568	X	X (until 12/2023)
25	Carole Dunn	In-House Substitute	180309	X	X

26	Brie Brisbois	5	1013924	X	
27	Linda Olson	In-House Substitute	413138	X	X
28	Isaac Heieie	5th Teacher	1024089		X
29	Brittany Montry	Social Worker	1011533		X (started 1/2023)

## Teacher Coaching, Supervision, and Evaluation

At LIFE Prep, teachers are observed at least two times per school year. One formal observation is conducted by the principal and one is conducted by teacher leaders on the Q-Comp team. Feedback and scores are reported to the principal and a professional development plan is made for each teacher with advice by the Q-Comp coaches and the principal.

## Instructional Support Staff

Last Name	First Name	Assignment	FY22	FY23
Ashbach	Leslie	Kindergarten SpEd Para	X	X
Hoskins	Chris	PE SpEd Para (FY22) Indoor Recess Coordinator (FY23)	X	X
Bennett	Kayla	2nd Grade SpEd Program Paraprofessional	X	
Ochoki	Cassie	3rd Grade SpEd Program Paraprofessional	X	X



Total Enrollment as of October 1st	400	417	323	306	300	317	312	266	233	187	174
Black	40%	42.9%	42.1%	44.6%	40.6%	44%	47.8	52.6 %	54.4 %	57.2 %	59.2 %
White	23%	21.1%	16.4%	11.5%	6.3%	5%	5.1	4.9%	4.7%	4.8%	3.4%
Latino	10%	6.5%	9.3%	10.3%	8.8%	8.5%	8.7	9%	9.0%	5.9%	7.5%
Asian	26%	27.8%	30.7%	32.4%	37.6%	40%	36.	31.2 %	28.8 %	30.5 %	25.3 %
Native American	1%	1.7%	1.5%	1.3%	.1%	.1%	1.3	1.5%	1.7%	1.1%	1.7%
Eligible for Free/Reduced	76%	71.5%	76.8%	72.46%	81.7%	88.2 %	81.1	77.8%	71.7%	81.3%	90%
English Learner	6%	4.8%	5.6%	20.8%	5.6%	10%	11.2	13.5%	11.2%	15.5%	11.5%
Receive Special Education Services	11.5%	11.0%	9.0%	6.4%	10.3%	8%	10.9	11.7%	12.9%	12.3%	10.9%

## Attrition Rate

\*As of October 1st

	FY22 (October 1st)	FY 22 (June 3rd)
Pre-K	18	18
Kindergarten	18	19

1st	16	16
2nd	26	25
3rd	33	32
4th	24	23
5th	24	22
6th	16	17
Total	175	172

LIFE Prep began the 2022-2023 school year with 175 students (as of October 1st, 2022). At the end of the school year, the enrollment was 172 students (as of June, 2023). LIFE Prep had an Attrition Rate of 98%

### Retention Rate

LIFE Prep began the 2022-2023 school year with 175 students (as of October 1st, 2022). At the beginning of the school year, the enrollment was 148 students, with 116 returning. LIFE Prep had a retention rate of 78%.

	FY22	FY23
Students Enrolled	175	148
Returned	N/A	116
New Students	N/A	32

6th Grade Graduates FY 22	N/A	17
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## Offerings

Students from grades kindergarten to sixth grade study English language arts, mathematics, and social studies in the classroom. Indoor play classes occur each day for all students; while art, and music classes were on an AB schedule for all students. The Learning Lab was offered to all students starting in January. This was an after school program used to address learning loss due to the pandemic. Students were offered different learning opportunities that were taught by staff or through different organizations. Such opportunities included Skyhawks Sports Camp, pottery classes, K-9 Inspired Change, fishing, tutoring, Vertical Endeavors, horseback riding, music lessons, Iball for Life, and much more!

## Academic Performance

This section includes LIFE Prep's authorizer contract academic goal performance results, World's Best Workforce (WBWF) goals and the school's progress. These goals were created by multiple stakeholders including QComp leaders, teachers, administration, school board members and with our Authorizer.

\*Notes a WBWF Goal

\* WBWF-Annual Public Meeting Date: May 15, 2023

<b>Goal 1</b>	<b>MCA Academic Achievement-Proficiency, Mathematics: All students in grades three through six will increase their overall math proficiency (meeting or exceeding) from the <u>baseline of 34.6%</u> to 46.09% in FY23. This equates to a 10% annual increase.</b>					
<b>Contract Year</b>	<b>FY2019</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025</b>
<b>Goal Percentage</b>	<b>Baseline</b>	<b>38.1%</b>	<b>41.9%</b>	<b>46.09%</b>	<b>50.7%</b>	<b>55.8%</b>
<b>Annual % (Increase/decrease)</b>	<b>34.6%</b>	<b>N/A-COVID</b>	<b>14% (91 students)</b>	<b>6.5% (77 Students)</b>		
<b>Goal (Met/Met)</b>	<b>Baseline</b>	<b>COVID</b>		<b>Not Met</b>		

FY23 Explanation & PIP Discussion[CM1]	<p>Please note that 9 students who participated in the Math MCA's had absences/tardies that exceeded 30% of the school year and 5 students that exceeded 22% of absences/tardies.</p> <p>MCA Academic Achievement-Proficiency, Mathematics: All students in grades three through six will increase their overall math proficiency (meeting or exceeding) from the <u>baseline of 34.6%</u> to 46.09% in FY23. This equates to a 10% annual increase.</p>
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<b>Goal 2</b>	MCA Academic Achievement-Proficiency, Reading: All students in grades three through six will increase their overall reading proficiency (meeting or exceeding) from the <u>baseline of 27.6%</u> to 39% in FY23. This equates to a 10% annual increase.					
Contract Year	FY2019	FY2021	FY2022	FY2023	FY2024	FY2025
Goal Percentage	Baseline	30.3%	34%	39%	43%	47.3%
Annual % (Increase/decrease)	27.6%	N/A COVID	18.3% (90 students)	16.7 % (78 students)		
Goal (Met/Met)	Baseline	COVID				
FY23 Explanation & PIP Discussion	<p>Additional support has been put in place to help students and staff. We have hired a part time literacy coach who meets with teachers and visits classrooms weekly. Her focus is to build knowledge of best practice among staff, help teachers analyze and understand data and make changes to address the needs of our students. We are also working with RCE.</p> <p>Please note that 9 students who participated in the Reading MCA's had absences/tardies that exceeded 30% of the school year and 5 students that exceeded 22% of absences/tardies</p> <p><b>**We had a 2% increase in students partially meeting the Reading MCA's</b></p>					

<b>***Goal 3</b>	All Students in Third Grade Achieving Grade-Level Literacy: By FY 2023, 60% of third graders who have been continuously enrolled since October 1st will read at grade level as measured by the year end NWEA. NWEA will be administered in fall, winter and spring. Reading proficiency will increase, as noted below, as measured by NWEA year-end scores.[CM1]
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Contract Year	FY2019	FY2021	FY2022	FY2023	FY2024	FY2025
Goal Percentage	Baseline	50%	55%	60%/45%	65%/50%	70%/55%
Annual % (Increase/ decrease)	46%	N/A COVID	14% (3/21 3rd graders)	88% (23/26 3 <sup>rd</sup> graders)		
Goal (Met/Met)	Baseline	COVID	NOT MET	Met		
FY23 Explanation & PIP Discussion	<p>New Goal Using FAST: The percentage of all students enrolled from October 1st, 2022, in 3rd Grade at LIFE Prep School who are in the “low risk” and “above average” categories on the FAST aReading standardized assessment will increase from 14% in Fall 2022 to 45% in Spring 2023.</p> <p>LP has changed from using NWEA MAP testing to FAST Bridge. The reason for this change is FAST provides more information, provides detailed interventions for each student, does better progress monitoring, and we feel it gives a much more accurate picture of our students and their needs. Before using FAST, teachers were administering additional assessments and it was taking away from learning time. Now, the assessments that teachers were giving to students in addition to the NWEA test, are already included in the FAST test. This goal is also aligned with our QComp goal.</p> <p>Using FASTBridge scores 23 out of 26 students who were enrolled by Oct 1st, 2022, had made typical and/or aggressive growth by Spring of 2023 on FAST aReading assessment.</p> <p><b>**Used the terminology of typical growth and aggressive growth not low risk and above average!</b></p>					

Goal 4	<p>Satisfaction Survey: LIFE Prep School will administer a satisfaction survey, annually, to parents, students and staff and maintain an 80% approval rating or better on both surveys.</p> <p>The survey will show:</p> <ul style="list-style-type: none"> <li>• 80% of parents will agree or strongly agree that they are satisfied with the academic progress and programming for their student.</li> <li>• 80% of students in grades 4-6 will agree or strongly agree they are learning, feel safe at school and believe they are valued at LIFE Prep School.</li> <li>• 80% of staff will agree or strongly agree LIFE Prep School is meeting academic expectations, values all staff, and feels safe at school.</li> </ul>					
Contract Year	FY2021	FY2022	FY2023	FY2024	FY2025	

<b>Goal Percentage</b>	80%	80%	80%	80%	80%
<b>Annual % (Increase/decrease)</b>	COVID	Did Not Administer Surveys	Please see results below		
<b>Goal (Met/Met)</b>	COVID	NOT MET			
<b>FY23 Explanation and Discussion</b>	<b>Results</b> Questions changed to 1) My child's teacher/s excerpt and promote academic excellence (parent survey 80% 8/10) <b>MET</b> 2) Safe at school (46/56 82% <b>MET</b> ), my schoolwork is challenging (33/56 59%), There is an adult at school that I can go to when I am worried, scared, or have a problem (48/56 86% <b>MET</b> ) 3) Staff survey was given; however the questions were not related to the questions asked above.				

<b>Goal 5</b>	<b>Attendance: LIFE Prep School will maintain a measurable goal of 85% average daily attendance, annually, as measured by year end MARSS data.</b>					
<b>Contract Year</b>	<b>FY2019</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025</b>
<b>Goal Percentage</b>	<b>Baseline</b>	<b>85%</b>	<b>85%</b>	<b>85%</b>	<b>85%</b>	<b>85%</b>
<b>Annual % (Increase/decrease)</b>	<b>85%</b>	<b>COVID</b>	<b>.05% increase 85.5% attendance</b>	<b>86.2%</b>		
<b>Goal (Met/Met)</b>	<b>Baseline</b>	<b>COVID</b>	<b>MET</b>	<b>MET</b>		
<b>FY23 Explanation and Discussion</b>						

<b>Goal 6</b>	Achievement Gap: For students in grades 3-6 who have been continuously enrolled for one year, the reading gap of 3.5% (between the "All" and "Black" student population) will be reduced .5% annually, from the original baseline. This goal is aligned with WBWF goal, "all racial and economic achievement gaps are closed."
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<b>Contract Year</b>	FY2019	FY2021	FY2022	FY2023	FY2024	FY2025
<b>Goal Percentage</b>	Baseline	3%	2.5%	2%	1.5%	1%
<b>Annual % (Increase/decrease)</b>	3.5%	COVID	All: 18.3% Black: 16.7% Difference: 1.6%	All: 16.7% Black: 11.8% Difference: 4.9%		
<b>Goal (Met/Met)</b>	Baseline	COVID	MET	NOT MET		
<b>FY23 Explanation &amp; PIP Discussion</b>	<p>To assess this goal, LIFE Prep took all students who were Proficient or Exceeded on the Reading MCAs to the students who Did Not Meet or Partially Met the Reading MCAs.</p> <p>13 students either Met or Exceeded on the Reading MCA. Of those 13 students 6 of them were Black.</p>					

<b>**Goal 7</b>	<p>Career Readiness: At LIFE Prep, we define “career readiness” as the preparedness of a student to explore and be aware of different career options, with a career direction that is professionally and financially promising. Career readiness is important for all students. Students in 6th grade, in preparation for career readiness, will be able to identify 3 different careers, with a project focus on 1 career through a 12-week course, led by the school counselor. Through this 12-week course students will be able to plan out their future by participating in the CareerOneStop's interest assessment, CareerOneStop's skills assessment, and the Minnesota Reality Checklist. 100% of 6 th grade students, by the end of the 12-week course, will be able identify and explain their career awareness through a career presentation. This goal is aligned with WBWF goal, “all students are ready for career and college.”</p>					
<b>Contract Year</b>	2021	FY2022	FY2023	FY2024	FY2025	
<b>Goal Percentage</b>	100%	100%	100%	100%	100%	
<b>Annual % (Increase/decrease)</b>	COVID	100%	93.3%			
<b>Goal (Met/Met)</b>	COVID	MET	NOT MET			

<b>FY23 Explanation and Discussion</b>	<p>This year LP will host a parent night in December in order to help parents prepare for enrolling their child in a middle school that best meets their needs rather than a school that is “just within their district”. We found that parents are waiting until late August to register their child. In order to help parents be more aware of their options, this event will explore schools with different focuses and missions. Resources will be shared with parents and LP will continue to help parents register their child if needed.</p> <p>**The student that did not complete their project was absent for more than 30% of the school year.</p>
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<b>***Goal 8</b>	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.”				
<b>Contract Year</b>	FY2021	FY2022	FY2023	FY2024	FY2025
<b>Goal Percentage</b>	80%	80%	80%	80%	80%
<b>Annual % (Increase/decrease)</b>	COVID	95%	81%		
<b>Goal (Met/Met)</b>	COVID	MET	MET		
<b>FY23 Explanation &amp; PIP Discussion</b>	Using FASTBridge earlyReading students in kindergarten showed typical growth/aggressive growth on the kindergarten assessment				

### PIP Actions and Updates

- PIP academic goals and updates are on every board agenda and discussed monthly.
- Admin leads data discussions with board members to discuss student progress and outcomes.
- Admin continues to meet with RCE. Meetings have not been fruitful.

### Statutory Purposes

The primary purpose of the school is to improve all pupil learning and all student achievement. LIFE Prep School provides academic programming for Pre-K through 6th grade. LIFE Prep School is invested in providing students a rigorous, standards-based instruction applying 21st-century skills through caring adults and in a nurturing environment. LIFE Prep School's academics are centered in a comprehensive liberal arts education. Students learn and practice collaboration, digital literacy and citizenship, critical thinking, and problem-solving skills designed to prepare them to

thrive in today's world.

All curriculum is aligned with the Minnesota state standards in all subject areas. Collaborative teams align both vertically and horizontally to maintain a high academic standard for each grade. Instruction is delivered following research-based best practices.

Student learning is guided by individual learning plans designed to support differentiation and flexible learning. Student academic support is provided through Title I, and 1:1 tutors. The daily educational program includes art, music and physical education. LIFE Prep School supports students through the Child Study Team. This builds tiered interventions for identified students with special education services and Section 504. LIFE Prep also has an on site social worker.

LIFE Prep School provides PBIS programming and participates as part of the MDE cohort. LIFE Prep also offers a comprehensive special education and English Language Learner program to support identified students.

LIFE Prep School implements two important innovative practices. One, we provide personalized learning for each of our students. This tailors the learning process of each student. For example, teachers keep a binder with each student's name and section where lessons are planned depending on each student's needs. Plans are based on student strengths and weaknesses to achieve the best results. Lessons are delivered 1:1 and progress is tracked. Students are able to work at their own pace. Secondly, LIFE Prep provides interactive lessons. Lessons are created using different ways for students to share and express their ideas. Students can use technology to respond to teacher's questions through taking a class poll, doing a scale rating, or quickly make a video explaining their learning. The placement of smartboards in all classrooms and the addition of upgraded Ipads has led to higher student engagement.

Additional purposes include:

1. Increasing learning opportunities for pupils.
  - LIFE Prep offered students additional learning opportunities through their after school program called Learning Lab. This program provided an array of learning opportunities that our students are not regularly exposed to during the school day. The program included such activities as painting and pottery classes, working with Canines For Change therapy dogs, Skyhawks fitness programs, academic tutoring, cooking classes, basketball camp, piano lessons, horseback riding and much more! The families and students loved the program!
  - LIFE Prep also offered two family literacy nights where families attend literacy workshops and learn ways to support their child's learning at home. Students attend with their families and enjoy different learning

activities, food, and are sent home with free books to help build their home library.

- LIFE Prep also partners with St. Thomas and The University of River Falls. Monday thru Thursday, LIFE Prep has tutors from both partners working with our students for 2.5 hours.
2. Create new professional opportunities for teachers, including the opportunity to be responsible for the learning program at the school site.
- Teachers were provided with multiple opportunities to be responsible for the learning program at our school. One way teachers were able to do this is through the Learning Lab. Teachers met with the admin team to discuss what will be offered to students and then were able to lead different learning labs of their choice. This allowed for the staff to share some of their passions and knowledge that sometimes aren't able to be shared during the regular school day. The Learning Lab was led by one teacher and one para from our staff.
  - LIFE Prep has a very strong Q-Comp program which allows for teacher leaders to collaborate and support classroom teachers throughout the year. Our leaders consist of two leaders with a minimum of 5 years working in our building and have a proven record of increasing learning outcomes. The team meets twice a month on Monday's and during this time teachers receive support through data discussions, literacy training by our reading specialist, observations, modeling lessons, and curriculum mapping support.
  - Teachers have other opportunities to support our program through different committees. All staff members are required to be a part of at least one committee/team. Some committees/teams include SST, instructional leadership team, student recruitment, marketing and PBIS.

## Financials

**LIFE Prep**  
**Balance Sheet**  
For the Period Ending June 30, 2023

	General Education	Food Service	Community Ed	Total All Funds
<b>Assets</b>				
<b>Current Assets</b>				
Western Bank - Checking	613,986	11,117	317	625,420
Misc. Receivable	3,257	-	-	3,257
State Receivable	41,971	-	-	41,971
Federal Receivable	92,654	12,622	-	105,276
Prepaid Expenses	57,913	-	-	57,913
<b>Total Current Assets</b>	<b>809,780</b>	<b>23,739</b>	<b>317</b>	<b>833,836</b>
<b>TOTAL ASSETS</b>	<b>809,780</b>	<b>23,739</b>	<b>317</b>	<b>833,836</b>
<b>Liabilities and Fund Balance</b>				
<b>Current Liabilities</b>				
Accounts Payable	48,711	10,848	-	59,559
Payroll Liabilities	205,586	-	317	205,902
<b>Total Current Liabilities</b>	<b>254,297</b>	<b>10,848</b>	<b>317</b>	<b>265,462</b>
<b>Equity &amp; Fund Balance</b>				
Fund Balance - 6/30/22	555,483	12,891	-	<b>568,374</b>
<b>Total Equity &amp; Fund Balance</b>	<b>555,483</b>	<b>12,891</b>	<b>-</b>	<b>568,374</b>
<b>Total Liabilities, Equity &amp; Fund Balance</b>	<b>809,780</b>	<b>23,739</b>	<b>317</b>	<b>833,836</b>

\*LIFE Prep was not in SOD.

## Goals for the 2023-2024

### ***Increase Enrollment***

LIFE Prep faces the same challenges as most charter schools in St. Paul. As the choice options grow in the city, the student population is more widely dispersed. Attracting and keeping students becomes a major focus for our school for the next year and for years to come. Post pandemic, we still expect that enrollment will be a struggle since many families are considering private education, online learning options, and homeschooling for their child/ren.

**Results:** LIFE Prep is currently working with Risdall Marketing to increase enrollment. This began in May of 2023. Risdall made several suggestions such as updating the website, creating new taglines, and gathering information from families. We held an Open House in July. Five families filled out the interest application. Only one family

attended and did not enroll. We will be hosting several more events in hopes of reaching more families.

### ***Increase Student Achievement***

Student achievement on standardized tests often drive decisions as to where to place students. In the past we have relied heavily on scores from MCAs and MAP testing. It will take several years to get an accurate data analysis of our students' progress and needs due to low attendance and the effects of the pandemic. New goals were set using FAST Bridge instead of MAP testing. After much consideration, we decided that this measurement tool gives a much more comprehensive picture of our student's needs. Using FAST reduces time spent on testing, reduces stress and anxiety associated with testing, and provides immediate usable interventions.

Results:

### ***Provide 21st Century Education for all students***

Core competencies such as collaboration, digital literacy, critical thinking, and problem-solving are at the heart of educational needs for the future success of all our students. LIFE Prep will need to be able to keep pace with the expectations and to be able to provide opportunities for students to gain these skills. In order to meet these needs, LIFE Prep will be introducing our Learning Lab program which will provide additional support after school. This program provides additional learning opportunities in all areas of learning.

**Results:** Learning Lab was a huge success! Our students enjoyed many opportunities that were provided using ESSER funds. Students were able to attend a wide range of learning labs that allowed them to experience things they would normally not have access to such as horseback riding, fishing, Skyhawks fitness camps, daily academic support, pottery, STEM activities, motivational speakers, Canines For Change therapy dog visits, and much more! We will continue to search for additional funding for the upcoming year in order to continue with the program.

### ***New Playground***

During COVID, LIFE Prep moved into distance learning during the 2020 school year. During that time our playground was not maintained. When we returned to in-person learning, the playground was deemed unsafe and needed to be completely removed from the property because of liability. We are currently without any equipment for our students to use. Our goal for the 2022/2023 school year is to raise funds for a new playground before the start of the school year.

**Results:** After months of very persistent phone calls and emails from the Executive Director, LIFE Prep was able to get the grant awarded to LIFE Prep in 2017 from

KaBOOM, reinstated! This was no easy task! As of September of 2023, we are in the beginning stages of getting our new playground!

## World's Best Workforce

### 2022–23 Combined World's Best Workforce (WBWF) Summary and Achievement and Integration (A&I) Progress Report

Please use this template as an internal tool to gather information. Responses should be submitted electronically in the **Combined 2022-23 WBWF and A&I Annual Summary & Progress Report**. Each Minnesota district or charter has received an individual link to this electronic form. You can copy your responses from this template into the form.

**District or Charter Name:** LIFE Prep School

**WBWF Contact:** Leah Jones

**Title:** Director

**Phone:** 651-303-3216

**Email:** leah.jones@lifeprepschool.org

**A&I Contact:** N/A

**Title:**

**Phone:**

**Email:**

Did you have a Minnesota Department of Education (MDE) approved A&I plan implemented in the 2022–23 school year (SY)?

Yes       No

What year of your Achievement & Integration plan are you reporting on?

Year 1 (3-year plan spans 2023–25 SY)

Year 3 (3-year plan spans 2021–23 SY)

Did you have a Racially Identifiable School (RIS) in the 2022–23 SY?

Yes       No

This report has three parts:

1. **WBWF:** Required for all districts/charters.
2. **A&I:** Required for districts that were implementing an MDE approved A&I plan during the 2022–23 SY. No charter schools should complete this section.
3. **Racially Identifiable School:** Required for districts that were implementing an MDE approved A&I plan for Racially Identifiable Schools during the 2022–23 SY. No charter schools should complete this section.

**Please ensure the WBWF leadership and A&I leadership collaborate within your district when completing this report.**

## Annual Report

**WBWF Requirement:** For each school year, the school board must publish a report in the local newspaper, by mail or by electronic means on the district website.

**A&I Requirement:** Districts must post a copy of their A&I plan, a preliminary analysis on goal progress, and related data on student achievement on their website 30 days prior to the annual public meeting.

Provide the direct website link to the district's WBWF annual report. If a link is not available, describe how the district disseminates the report to stakeholders: [www.lifeprepschool.org](http://www.lifeprepschool.org), under the heading Board, click on WBWF Report.

Provide the direct website link to the A&I materials: N/A

## Annual Public Meeting

These annual public meetings were to be held in the fall of each school year. Report on this measure for the 2022–23 SY.

**WBWF Requirement:** School boards are to hold an annual public meeting to communicate plans for the upcoming school year based on a review of goals, outcomes and strategies from the previous year. Stakeholders should be meaningfully involved, and this meeting is to occur separately from a regularly scheduled school board meeting.

**A&I Requirement:** The public meeting for A&I is to be held at the same time as the WBWF annual public meeting.

Provide the date of the school board annual public meeting to review progress on the WBWF plan and Achievement and Integration plan for the 2022-23 SY: May 15, 2023

## Goals and Results

### All Students Ready for School

Does your district/charter enroll students in Kindergarten? If no, please skip to the next goal.

Goal	Result	Goal Status
Provide the established SMART goal for the 2022–23 SY.  <b>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.”</b>	Provide the result for the 2022–23 SY that directly ties back to the established goal.  <b>81% of students met this goal.</b>	<b>Check one of the following:</b> <input type="checkbox"/> On Track (multi-year goal) <input type="checkbox"/> Not On Track (multi-year goal) <input checked="" type="checkbox"/> Goal Met (one-year goal) <input type="checkbox"/> Goal Not Met (one-year goal) <input type="checkbox"/> Met All (multiple goals) <input type="checkbox"/> Met Some (multiple goals) <input type="checkbox"/> Met None (multiple goals)

Repeat table for additional school readiness goals as appropriate.

### All Students in Third Grade Achieving Grade-Level Literacy.

Note: Due to legislative changes, Third Grade Literacy will not be a WBWF goal area beginning with the 2023-24 school year.

Goal	Result	Goal Status
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<p>Provide the established SMART goal for the 2022–23 SY.</p> <p>The percentage of all students enrolled from October 1st, 2022 in 3rd Grade at LIFE Prep School who are in the “low risk” and “above average” categories on the FAST aReading and earlyReading standardized assessment will increase from 14% in Fall 2022 to 45% in Spring 2023.</p>	<p>Provide the result for the 2022–23 SY that directly ties back to the established goal.</p> <p>82% of students met this goal.</p>	<p><b>Check one of the following:</b></p> <p><input checked="" type="checkbox"/> On Track (multi-year goal)</p> <p><input type="checkbox"/> Not On Track (multi-year goal)</p> <p><input type="checkbox"/> Goal Met (one-year goal)</p> <p><input type="checkbox"/> Goal Not Met (one-year goal)</p> <p><input type="checkbox"/> Met All (multiple goals)</p> <p><input type="checkbox"/> Met Some (multiple goals)</p> <p><input type="checkbox"/> Met None (multiple goals)</p>
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Repeat table for additional third-grade literacy goals as appropriate.

### Close the Achievement Gap(s) Between Student Groups

Goal	Result	Goal Status
<p>Provide the established SMART goal for the 2022–23 SY.</p> <p>Achievement Gap: For students in grades 3-6 who have been continuously enrolled for one year, the reading gap of 3.5% (between the “All” and “Black” student population) will be reduced .5% annually, from the original baseline. This goal is aligned with WBWF goal, “all racial and economic achievement gaps are closed.”</p>	<p>Provide the result for the 2022–23 SY that directly ties back to the established goal.</p> <p>All: 16.7%</p> <p>Black: 11.8%</p> <p>Difference: 4.9</p>	<p><b>Check one of the following:</b></p> <p><input type="checkbox"/> On Track (multi-year goal)</p> <p><input type="checkbox"/> Not On Track (multi-year goal)</p> <p><input type="checkbox"/> Goal Met (one-year goal)</p> <p><input type="checkbox"/> Goal Not Met (one-year goal)</p> <p><input type="checkbox"/> Met All (multiple goals)</p> <p><input checked="" type="checkbox"/> Met Some (multiple goals)</p> <p><input type="checkbox"/> Met None (multiple goals)</p>

Repeat table for additional achievement gap goals as appropriate.

### All Students Career and College-Ready by Graduation

Goal	Result	Goal Status
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<p>Provide the established SMART goal for the 2022–23 SY.</p> <p><b>Career Readiness: At LIFE Prep, we define “career readiness” as the preparedness of a student to explore and be aware of different career options, with a career direction that is professionally and financially promising. Career readiness is important for all students. Students in 6th grade, in preparation for career readiness, will be able to identify 3 different careers, with a project focus on 1 career through a 12-week course, led by the school counselor. Through this 12-week course students will be able to plan out their future by participating in the CareerOneStop's interest assessment, CareerOneStop's skills assessment, and the Minnesota Reality Checklist. 100% of 6 th grade students, by the end of the 12-week course, will be able identify and explain their career awareness through a career presentation. This goal is aligned with WBWF goal, “all students are ready for career and college.”</b></p>	<p>Provide the result for the 2022–23 SY that directly ties back to the established goal.</p> <p>93% of students met the goal. One student did not complete the assignment.</p>	<p><b>Check one of the following:</b></p> <p><input type="checkbox"/> On Track (multi-year goal)</p> <p><input type="checkbox"/> Not On Track (multi-year goal)</p> <p><input type="checkbox"/> Goal Met (one-year goal)</p> <p><input checked="" type="checkbox"/> Goal Not Met (one-year goal)</p> <p><input type="checkbox"/> Met All (multiple goals)</p> <p><input type="checkbox"/> Met Some (multiple goals)</p> <p><input type="checkbox"/> Met None (multiple goals)</p>
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Repeat table for additional career and college readiness goals as appropriate.

### All Students Graduate

Goal	Result	Goal Status
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<p>Provide the established SMART goal for the 2022–23 SY.</p> <p>N/A LIFE Prep is a Pre-K-6<sup>th</sup> grade elementary school . All previous goals help support this goal in preparing students for graduation, but no specific goal is make for high school graduation.</p>	<p>Provide the result for the 2022–23 SY that directly ties back to the established goal.</p>	<p><b>Check one of the following:</b></p> <p><input type="checkbox"/> On Track (multi-year goal)</p> <p><input type="checkbox"/> Not On Track (multi-year goal)</p> <p><input type="checkbox"/> Goal Met (one-year goal)</p> <p><input type="checkbox"/> Goal Not Met (one-year goal)</p> <p><input type="checkbox"/> Met All (multiple goals)</p> <p><input type="checkbox"/> Met Some (multiple goals)</p> <p><input type="checkbox"/> Met None (multiple goals)</p>
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Repeat table for additional graduation goals as necessary.