

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 2025 Board Meeting Minutes of LIFE Prep

Date: Monday, April 21, 2025

Time: 5:00 PM-6:30 PM

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

Members in attendance: Nou, Christine, Madison, Beth, Gillian, Samantha and Leah

Also in attendance: Kelsey, Dawn and Christyna

Agenda: called to order at 5:14 by Nou

1. Conflict of Interest
 - None
2. Consent Items:
 - a. Review/approve March 2025 minutes
 - Gillian motions
 - Beth seconds
 - b. Review/approve April 2025 agenda
 - Gillian motions
 - Madison seconds
3. Authorizer Communication – The Guild
 - Had a “surprise” visit from Lynn, toured around the building and had a lot of positive things to say about the students and teachers.
 - Asked a lot of questions about changes that have been made about student behavior, etc. and was very happy with what she saw
4. Executive Committee Report - Nou
 - Discussed goals for Exe. Director review and will start drafting those after the May meeting
 - Board member training on 4/30 and 5/87 for 3 members
 - Nou leaving the board after this term- will help train the next chair and transfer everything over
 - 6th grade graduation
 - June meeting will be moved to Wednesday, June 18th at 4:00
 - Ballots for annual meeting will go home to families on April 28th.
5. Policy Committee Report – Christine/Kelsey
 - Enrollment policy continuing to make more revisions and going back and forth for approval
 - Once we get approval from The Guild, it will come to the board for approval
6. Finance Committee Report (Dawn)
 - No committee meeting
 - Will start on new budget next week
 - 75% of the way through the school year
 - On target with revenues and expenditures
 - A few lines are going over budget on- one is substitute teachers
 - On set to increase the FUND balance \$23,000
 - Transportation is over- at the time when the budget was made there was a missing invoice but it is a reimbursable expense

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- June payroll dates are always different so payroll will come out before revenue in but we will have enough in the back to cover this
 - 7. Executive Director's Report – Leah
 - **Enrollment**
 - Enrollment: 137 with pre-k
 - ADN: 128.75
 - Attendance: 88%
 - **Instruction/Curriculum**
 - Teachers are wrapping up the year with curriculum
 - MCAS start this week
 - **Student discipline**
 - One student suspended in April
 - **HR/Personnel Management**
 - Will begin search for additional staff- will need a 3rd grade teacher and a K teacher for the 2025-2026 school year
 - Ms. Beth is taking over 3rd grade for the remainder of the year
 - **Fundraising and Marketing**
 - Dominoes Pizza fundraiser will start next week
 - So, 17 leads have come from Target River; Leah has called most families and 2 have so far enrolled
 - **General Updates/Information**
 - We are working with Glory to create new goals for our contract
 - Team here has been working hard on making goals that truly reflect our school and students
 - Had a “surprise” visit with Lynn, went very well
 - We are searching for a new transportation company for next year
 - Meeting with someone on Wednesday to explore for next year
 - Have planned an Open House for May 16th from 9:30-10:30a.m.
 - Carnival is May 9th from 4-6pm
 - 8. Public Communication to the Board
 - None
 - 9. Board Actions
 - a. Check Register for March 2025
 - Christine motions
 - Gillian seconds
 - b. Approve 2025-2026 calendar
 - Adding one additional teacher PD day on January 30th, 2026
 - Christine motions
 - Gillian seconds
 - a. Executive Director contract for June 2025 - June 2026
 - Executive Committee recommending that the contract be renewed
 - Christine motions
 - Gillian motions
 - Approved unanimously
- Meeting adjourned at 5:58 by Nou
- Madison motions

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- Beth seconds

Next regular board meeting: Monday, May 19, 2025 (annual meeting)

June board meeting will be on June 18th at 4:00