

## 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.

### January 2025 Board Meeting Minutes of LIFE Prep

**Date:** Monday, January 27, 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, Gillian, Samantha

Also in attendance: Leah, Kelsey, Dawn, Christyna and Cindy Murphy

#### **Agenda: called to order at 5:06 by Nou**

1. Conflict of Interest
  - None
2. Consent Items:
  - a. Review/approve November 2024 minutes
    - Christine motions
    - Gillian seconds
  - b. Review/approve January 2025 agenda
    - Motion to add Approval of Revised budget to January Agenda
      - Christine motions
      - Gillian seconds
3. Authorizer Communication – The Guild
  - Cindy Murphy present to observe as part of our renewal year
4. Executive Committee Report - Nou
  - No meeting this month due to scheduling conflicts
  - Next meeting will be focusing on preparing for the Ex. Director review
5. Policy Committee Report – Christine
  - Enrollment policy received final updates, was approved by Buddy and ready for Board approval- sent out with agenda
  - Open/Closed meeting- 205, replacing current policy, no changes just is more detailed and will be in the correct formatting. Ready for board review and approval for Feb. meeting
  - 5 additional policies- all new, are also ready for board review and approval.
  - All 6 policies will be sent out this week to give enough time for board members to review prior to the next board meeting so please be on the lookout for those
6. Finance Committee Report- Dawn
  - 50% through the year, the last budget was approved at the end of August
  - Revenues are showing about where they need to be for Dec.
  - Expenditures are at 40% of the budget which is also about on track
  - Cash is very strong- MDE's recent overpayment, which will be removed, has already been taken into account for the revised budget and does not put us in any cash issue.
  - Nothing big to note
  - Proposed revised budget-
    - ADM to stay the same
    - All changes from MDE, changes in staffing, benefits, etc. are accounted for in this revision

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- Marketing budget has been allocated more
  - Legal was also added \$8,000 more
  - Updating food service was the biggest change- it reduced the revenues but also reduced the expenditures
  - Changes will increase the FUND balance by about \$23, 600
7. Executive Director's Report – Leah
- Enrollment
    - Enrollment 137 with pre-k
    - ADM: 128.6
    - Attendance: 88.5% (illness and truancy)
      - Instruction/Curriculum
    - CAREIALL will end on Jan. 29th
    - EL services started today, 27th. Services are being provided by an online instructor.
    - Contracting through Solvent- contracted for 10 hours per week; 8 student hours, 1 hour of prep, 1 hour of meeting time with Leah
    - Native American books were purchased for each classroom using the remains of our grant money
      - Student Discipline
    - One student was suspended in January
      - HR/Personnel Management
    - Currently looking for another Special Education teacher due to another increase in our SPED numbers and service minutes.
    - One staff member was already moved to into sped to work with students directly on service minutes, still looking to hire another additional teacher
      - Fundraising
    - Next fundraiser will be pizza sales
    - MN unclaimed money- \$4,000- would like to add that to the fundraising line
    - Looking for a different marketing company- possibly Target River (specifically works with schools)
    - Looking for a company that will be more engaged, detailed and passionate
    - Target River will be getting back to us with numbers and Leah will update us
      - General Updates/Information
    - PBIS assembly to take place on Jan. 31st.
    - Bussing has greatly improved. Currently working with SPPS for transportation next year.
    - Applying for a large playground grant and will have it submitted by the end of this week
    - Family Fun Night was cancelled due to lack of interest
    - Literacy Night and Art Show are scheduled for February 26th
8. Student data - Christyna Jamma
- FASTBridge Data
  - Most data is in, some students may still be missing if absent due to illness
  - Early Math- 2 students went up a score, 5 students scores fell, 11 students in some risk/high risk (9 students have more that 10 absences, 1 medical), 5 students stayed at low risk/college pathway

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- aMath- 8 students went up a score, 16 students scores fell (4 have more than 10 absences), 61 students in some risk/high risk (27 students have more than 10 absences, 15 students are at 9 absences)
  - EarlyReading- 2 students went up a score, 8 students scores fell, 14 students in some risk/high risk (12 students are at more than 10 days absent (1 medical), 2 students stayed at low risk/college pathway)
  - aReading 2nd-6th- 7 students went up a score, 11 students scores fell (4 students with 10 or more absences), 78 students stayed the same (57 students in some risk/high risk), 21 students are at low risk/college pathway (27 students have more than 10 absences, 15 students are at 9 absences)
  - It is very clear that absences are greatly affecting our students' growth. (Tardys are not taken into account in this which is also significant)
  - Absences are being addressed the best we can on an individual student/family basis
  - SPED students are included in this data
  - Discussed the data at length, as well as the board finding ways to support Leah/the school with the attendance/truancy/tardy issues
  - We will dedicate time at the next board meeting to discuss this issue further and what the board can do to support
9. Public Communication to the Board
- None
10. Board Actions
- a. Check Register for December 2024
    - Christine motions
    - Madison seconds
  - b. Check Register for November 2024
    - Gillian motions
    - Christine seconds
  - c. Enrollment Policy
    - Christine motions
    - Madison seconds
  - d. Approve Revised Budget
    - Gillian motions
    - Christine seconds
11. Adjournment at 6:25 by Nou
- Christine motions
  - Gillian seconds

**Next regular board meeting: Monday, February 24, 2025 @ 5 PM**