

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 Board Meeting Agenda of LIFE Prep

Date: Monday - June 21, 2021

Time: 5:00-6:30 PM

Location: Virtual Meeting (Zoom)

Members in attendance: Mike Day, Christine Obermueller, Gillian Swaby, Pang Vang, Leah Jones, Kelsey Nelson, Katie Schlosser, Nou Yang, Christyna Sherrod, Dawn Jenkins

Agenda: called to order at 5:05 by Nou

1. Consent Items:
 - Review/approve agenda
 - Katie motions
 - Mike seconds
 - Review/approve minutes
 - Christine motions
 - Pang seconds
2. Q-Comp Annual Review
 - [Video](#)
 - Viewed video presentation submitted by Q-Comp Leader Ellie Karr
 - Discussed how the program works and goals are created
3. Authorizer Communication – (The Guild)
 - Will meet with the Guild soon to discuss end of year wrap up and PIP.
4. Executive Committee Report – Nou
 - Discussed the need for additional sub-committees
 - Currently have the Executive Committee, Policy Committee and Finance Committee
 - Want to add an Enrollment Task Force Committee, Governance Committee, and Fundraising Committee
 - Board members must participate in at least one committee
 - Mike Day will join the Enrollment Task Force
 - Gillian Swaby will join the Fundraising Committee
 - Pang Vang will join Governance Committee
 - Need to start looking for a new building and discuss renewal of 501C3 as well as start a committee in the near future to begin this process
 - New Building Committee- Mike, Kelsey and Christine to begin
 - Terms for new board members-
 - 2 year- Gillian Swaby
 - 3 year- Mike Day
 - Need a Vice Chair- discussed role responsibilities- will decide on who will fill that position at the July board meeting

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5. Policy Committee Report – Christine
 - Did not meet in June
 - Continuing to revise old policies to have consistent formatting
 - Will next meet July 6th
6. Finance Committee Report – Katie
 - Lease aid was negotiated from \$450,000 to \$270,000
 - Bussing was increased to \$360,000 from \$300,000 from the previous year
 - Still need final numbers to know how many busses will be needed
 - General Ed bus being purchased in July with ESSR funds- used to transport students that may not be able to attend otherwise due to bussing (5 already, 2 more possible) as well as field trips
 - Need to approve budget for next year- based on ADM of 206 (new positions added and budget will continue to change)
 - ESSR 2 funds must be spent before ESSR 3 funds- ESSR 2 has a balance of \$310,000 and ESSR 3 balance \$697,000

7. Executive Director's Report – Leah

Enrollment

- Enrollment for next year: approximately 190- goal to hit 200

Instruction/Curriculum

- Focus for spending ESSER funds:
 - Curriculum (Pre-k and Literacy)
 - Preparing for a safe return for staff and students
 - Medical grade air purifiers for each classroom
 - Technology
 - 1-1 with devices
 - Ipads purchased
 - Marketing/Enrollment
 - Free lance graphic design artist working on brochure
 - New logo
 - New sign on school
 - Potential Saturday school/ addressing learning loss

Staffing

- Positions that have been filled are physical education, music, art, science, full time custodian, and special education coordinator and reading specialist.
- Positions still open are classroom teacher, Title, part time custodian, paraprofessional, and grant writer.

General Updates/Information

- Lease negotiations- \$180,000 back to our general funds
- Gen Ed. van purchase

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- Bussing increase (ensured we will have drivers for next year, start and end times will not change)
- Lease aid application- every board member needs to sign and return to Leah by 7/29-30
- Learning loss discussed- usual measured largely by MCA (24 students took) so data is not reliable (MDE is not using MCA scores for accountability for next school year) At this time, there isn't anything reliable to use for all students so we can only assume that with distance learning there is significant learning loss.
 - Have a list of students to watch for next year
 - Discussed options for struggling students for summer
 - After Sept. NWEA testing we will have more information, however, K-3 did not take NWEA this year so there will be no previous scores to compare it to

8. Other Business

- Administration team annual performance review update, contracts - review and approve
 - Consisted of survey from staff, E.D. survey from board as well
 - July we will meet with members of administration to solidify goal for next year
 - Executive Committee recommends that all Administrative contracts be renewed
 - Change to contracts this year to add an addendum (which will be all that goes out in subsequent years, other than new employees)
- Discussed support for teachers for upcoming school year:
 - Reading Specialist, additional professional development in areas such as mental health, standards, etc. RCE will continue to provide professional development as well.
 - Reading and Math Corps to return as well as Falcon Tutors, City Connects, and Paraprofessionals.
 - Plan to hit the lower grades as hard as possible, especially with literacy to have all students at grade level by 3rd grade.

○ Goal Review

Goal 1 - MCA Academic Achievement-Proficiency, Mathematics: All students in grades three through six will increase their overall math proficiency (meeting or exceeding) from the baseline of 34.6% to 46.09% in FY23. This equates to a 10% annual increase.

Baseline	FY2021	FY2022	FY2023
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34.6%	38.1%	41.9%	46.09%
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- Will not have scores to show growth from previous year so this goal will most likely be changing and the board will be updated as soon as that happens.

Goal 8 – 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.”

- Internal assessment
- Area of improvement is the Pre-K program
- Leah spoke with Director of another Pre-K program in the area, as well as through personal research, and it was decided that “The Creative Classroom” a research-based curriculum, will be purchased for Pre-K
- This means this current goal will be adjusted

9. Public Communication to the Board

- None

10. Board Actions

- Approve Check Register for May
 - Christine motions
 - Katie seconds
- Approve administration team contracts
 - Mike motions
 - Christine seconds
- Approve Safe Learning Plan
 - Katie motions
 - Christine seconds
- Approve FY 2022 budget
 - Christine motions
 - Katie seconds

11. Adjournment

- Christine motions
- Mike seconds
 - Meeting adjourned at 6:30

Next regular board meeting: Monday, July 19, 2021 @ 5:00pm