**September Board Meeting of LIFE Prep**

**Date:** Monday, September 25, 2017

**Time:** 5:00-6:30 PM

**Location:** LIFE Prep Board Room

**Attendees:** Julie Yang (Board Chair), Doug Hepper, Rachel Larson, Corrie Knudson, Camie Johnson, Leah Jones, Corrie Knudson, Emma Mangano and Qiana Mazique

**Absent:** Pang Vang and Nou Yang

Meeting called to order at 5:02 pm.

\*\*All votes unanimous and motions passed unless otherwise stated\*\*

**Agenda:**

1. Consent Items:
	* Review/approve agenda
	* Review/approve minutes
2. Camie J. motioned to approve the agenda and minutes. Corrie K. 2nd. Motion passes.
3. Public Communication to the Board (2 minutes each) -None
4. Authorizer Communication – Brad (The Guild) -None
5. Executive Committee Report – Julie
6. Update on Epicenter Report/Tasks
7. Emma M. to move to Governance Committee
8. Policy Committee Report – Emma
9. Next Meeting set for October 11, 2017
10. Discussing adding an ELL policy
11. Discussing updating the Employee Handbooks to be initiated by Corrie K.
12. Leah to provide handbook for Emma to review.
13. Finance Committee Report – Camie/Doug
14. Audit is scheduled for October 16th and 17th
15. Budget is calculated at 280 ADM
	* Financial Report – Dawn (The Anton Group)
16. Lease Aid approved
17. Still need to use funds for a Math Intervention
18. Governance Committee – Corrie
19. Corrie would like to meet with Leah to better understand the school’s direction.
20. Parent/Teacher Organization Report – Qiana
21. Good turnout for uniform exchange
22. 2 hour parent volunteer commitment has gotten good response
23. Keep the Lights on Afterschool 10/26/17 Treats to be provided to Club Life in Appreciation for our students having a safe place to go afterschool.
24. Looking to support the Hispanic Month Celebration – Outreach to Ms. Elle/Ms. Laura for guidance.
25. Enrollment Task Force Report – Myla (Assistant Director) -None
26. Executive Director’s Report – Leah
27. Three staff members are currently on variance and will be fully licensed Pre-K teachers in the near future.
28. LIFE Prep will discontinue the Community Eligibility Program and instead will receive $30k more in food service revenue.
29. Hispanic Fair will be on 9/29/17 9 am to 2 pm.
30. Students and Staff attended the Kids In Need Gala.
31. Other Business
32. MACS will not be renewed for 2018.
33. Julie Y. to reach out to Nancy Dana to provide documentation to certify that our board members have been trained. Leah needs this for the annual report.
34. Board Actions
35. Financials require approval: Camie J. motioned to approve the financials. Emma M. 2nd. All in favor motion passed.
36. Adjournment
37. Camie motioned to Adjourn. Rachel L. 2nd the motion. All in favor. Meeting adjourned at 5:43 pm.

**Next regular board meeting: Monday; October 23, 2017 at 5 PM**