**Board Meeting of LIFE Prep**

**Date:** Monday, October 23, 2017

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

**Location:** LIFE Prep Board Room

Absent: Corrie Knudsen and Camie Johnson

Attendees: Julie Yang (Board Chair), Doug Hepper, Rachel Paulson, Leah Jones, Corrie Knudson, Emma Mangano, Pang Vang, Qiana Mazique and Nou Yang.

Meeting called to order at 5:08 by Julie Yang, Board Chair

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

**Agenda:**

1. Consent Items:
   * Review/approve agenda
   * Review/approve minutes

Doug motioned to approve; Pang 2nd. Motion passes.

1. Public Communication to the Board (2 minutes each) -none
2. Authorizer Communication – Brad (The Guild) -none
3. Executive Committee Report – Julie –

-Meeting was cancelled

-Next meeting will focus on the ED Goals and how often we should meet

1. Policy Committee Report – Nou

-Met two weeks ago reviewed the Group Health Insurance Policy and ELL Handbook

-Small changes in technical language

-Currently working on Wellness Policy Review

1. Finance Committee Report – Pang
   * Financial Report – Dawn (The Anton Group)

-ADM 281; Budget at 280

-Incentive for Myla during ED Maternity leave

1. Governance Committee –Corrie (abs) Emma gave report

-Met over the phone to discuss 1steps in Strategic Plan Dashboard

1. Parent/Teacher Organization Report – Qiana/Nou

* Still getting 2 hour volunteer commitment forms
* Spring fundraiser shoe drive
* November Food Drive
* Afterschool Alliance Keep the Lights on 10/26 provide treats for aftercare.
* How can PTO support upcoming events.

1. Enrollment Task Force Report – Myla (Assistant Director)

-No meeting

-Carrie Vue to attend Charter Fair meeting

1. Executive Director’s Report – Leah

-Literacy Fair was successful

-6th graders when to St. Croix Camp great reviews

-Falcon Tutors are back M-Th.

1. Other Business

-Nancy Dana will provide us with Certificates for our Board Training

-Myla will take over the responsibilities for Leah while on maternity leave.

-Leah will work with some flexing of her schedule to fit school and pregnancy needs.

Rachel motioned and Emma 2nd; motion passed.

1. Board Actions:
   * Financial/Checks

-Emma motioned; Doug 2nd; motion passed.

* + Assign Leah as IOWA

-Emma motioned, Nou 2nd. Motion passed.

* + Policies
* Purchase of Group Health Insurance
* EL Program Handbook

Pang motioned; Emma 2nd; motioned passed

1. Adjournment –Qiana motioned; Doug 2nd; motion passed. Meeting adjourned at 6:01 pm.

**Next regular board meeting: Monday; November 27, 2017 at 5 PM**