**April Board Meeting Agenda Minutes of LIFE Prep**

**Date:** Monday, April 23, 2018

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

**Location:** LIFE Prep Board Room

Attendees: Board Chair Julie Yang, Ex-Officio Leah Jones, Doug Hepper, Emma Mangano, Qiana Mazique, and Nou Yang.

Absent: Rachel Paulson, Camie Johnson, Pang Vang, Corrie Knudson

Meeting called to Order at 5:01 pm

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

**Agenda:**

1. Consent Items:
	* Review/approve agenda
	* Review/approve minutes
2. Emma M. motioned to approve; Qiana M. 2nd, motioned passed.
3. Public Communication to the Board
	* Q-Comp Annual Report – Molde
4. Overview of the report showed positive gains and improvements
5. Goal was to improve students results in math.
6. Authorizer Communication – (The Guild)
7. Requested end of year site visit dates.
8. Executive Committee Report – Julie
9. No meeting
10. Policy Committee Report – Nou
11. Policy on Background Check is currently being drafted for approval
12. Finance Committee Report – Doug in lieu of Camie
13. Budget is in good order
14. Budget for 2018-2019 at 280 ADM possible increase to 293 with Pre-K.
15. Cash flow is sustained.
16. Governance Committee –Emma in lieu of Corrie
17. Gathering Board Strengths inventory
18. Survey for the Board has been sent
19. Looking for additional candidates
20. Parent/Teacher Organization Report – Qiana
21. PTO will continue to support teachers and staff with upcoming events (Teacher Appreciation; Carnival; End of the Year Ice Cream Social).
22. Enrollment Task Force Report – Myla
23. Additional ideas have come forth on how to build enrollment through connecting with local Rec Centers; Headstart; Other Community Agencies and Resource Fair).
24. Executive Director’s Report – Leah
25. MCA Testing is going smoothly
26. ADM and enrollment are at 281
27. St. Casmir making improvements to the building
28. We did not get approved for the Pre-K Mortenson grant
29. Current employment openings for: Special Ed (1); Pre-K (1); (1) 6th grade long term sub; (2) para positions are open.
30. Spring Concert was successful
31. Early release cancelled for 4/27/18
32. Admin team and Dawn met with Craig Kepler on 4/12.
33. K graduation is June 1st at 10 am
34. 6th grade graduation is June 5th at 1 pm.
35. Parent education night is 5/23/18 from 5-7 (speaker on how to support children academically in the summer)
36. 2nd literacy night 4/26/18 5-7 pm
37. Carnival is 5/11/18 from 4-7; Request that board members volunteer.
38. 6 students suspended in March
39. No new considerations.
40. Other Business
	* ED Evaluation Survey– Julie
41. Allow an additional week for staff to respond.
	* Annual Meeting
42. Annual meeting is next Tuesday May 1st @ 5:30. Meeting is mandatory for staff
43. Julie will prepare the slides and request info as needed.
44. Ballot counting: 4/26/18 forms to be mailed out.
45. Next Regular Board Meeting to elect the new chair.
46. Board Actions
	* Financials/Checks
47. Nou Y. motioned to approved and Doug H. 2nd , motion passed.
48. Adjournment
49. Qiana M. motioned to adjourn; Emma M. 2nd. Meeting adjourned at 5:52 pm.

**Next regular board meeting: Monday; May 21, 2018 at 5 PM**

(Please note that we are moving the regular May Board Meeting to the 3rd Monday, as the 4th Monday falls on Memorial Day.)