

LIFT FOR LIFE ACADEMY
BOARD OF DIRECTORS' MEETING
January 26, 2017

Attendees:

Scott Dolan, President	Marshall Cohen, Executive Director
Tami Fernandez, Vice President	Katrice Noble, Ed.D., Deputy Director
Gina Wischmeyer, Secretary	David LeMay, Ph.D., HS Principal
Brian Liberman, Treasurer	Jeff Edwards, Middle School Principal
Ernie Banks	Julie Derby, Human Resources Manager
Jeff Bensky, Ph.D.	Michal Grace, Business Manager
Sandy Boxerman	Stephanie Blue, LFLA Instructional Coach
Jack Burke, Ph.D.	Jennifer Bush, Development
Debbie Champion	Andrea Zeiter, LFLA Teacher, Board Liaison
Kate Hatfield	
Mary Jo Liberstein, Ph.D.	Steve Keyser, Manager CSD Retirement Trust
	Dr. Steven Langhorst, MO DESE
Dr. Laura Brock, SEMO	

At 4:00 PM, President Scott Dolan called the meeting to order.

I. Mission Minute

Marshall Cohen congratulated Dr. David LeMay, for earning his Doctorate Degree and expressed his gratitude for Dr. LeMay's 14 years of service at Lift For Life Academy.

II. Consent Agenda

- A. Approval of November 2016 Board Minutes.**
- B. Consent & Approval of December and January Checks.**
- C. Approval of Fuel Policy.** Brian Liberman explained that this is based on the recommendation of the Auditor, and has been reviewed and approved by the Finance Committee
- D. Document Retention and Destruction Policy.** Brian Liberman explained that this is based on the recommendation of the Auditor.
- E. Philanthropic Resolution.** Jennifer Bush explained that this resolution is a requirement of the St. Louis Philanthropic Organization for grant submittal.
- F. CSD Retirement Plan Trust Adoption Resolution & Participant Agreement.** Julie Derby and Steve Keyser explained this 403B Retirement Plan is an additional benefit for employees. Participation is optional and there is not school match and no school liability. The Plan would become effective April 1, 2017.
- G. Approval of Discussion of Financing with Flanagan Paint Building Owner.** Marshall Cohen explained that the Flanagan property is key to allowing for campus expansion. Now the construction of the Gym will be phased and the classroom phase ideally would be on the site of the Flanagan Paint Store. Currently the Flanagan building in under contract on behalf of LFLA, but due to timing issues, it is key to begin negotiations with owner. This authorization would enable the Finance Committee to be authorized to negotiate with the owner (not an offer to purchase).

There being no questions or revisions, Gina Wischmeyer moved to approve all items on the Consent Agenda. Motion seconded by Sandy Boxerman and passed unanimously.

III. DESE

Dr. Langhorst, who serves as DESE Field Director for St. Louis Charter Schools, explained the process of Charter Renewal and will help LFLA with the Renewal process. Application is due by January 1, 2018. Renewal is not automatic. LFLA will have to complete the process for schools with less than 70% APR. Charters cannot be renewed if they do not outperform the public school district in which they are located. Challenge is that LFLA does not have access to the top-tier students such a SLPS has.

LFLA will not have to re-write the entire original application – only update pertinent sections. Most emphasis will be placed on the school/student performance section. Dr. Brock committed to working closely with LFLA Administrators and Dr. Langhorst to complete a successful application.

Scott Dolan requested that for upcoming Board meetings, Progress on Charter Renewal be an agenda item.

IV. Education Committee – Mary Jo Liberstein, Ph.D.

- A. Schoolwide Writing Assessment:** Blue is leading a school-wide writing assessment. LFLA has adopted a more rigorous program than the state requirement. Stephanie Blue reviewed the results with the Board. In all grades, greater than 60% of students were not proficient. The assessment will be repeated at the end of term. This in compliance with the Strategic Plan.

Dr. Liberstein reported that the Education Committee commends Rodney Malone and Stephanie Blue on their Professional Development work within the school. Both are impressed with teacher retention of ideas learned in PD sessions. PD is tailored to address teacher's needs. Blue and Malone track each teacher's performance.

B. Deputy Director Report — Dr. Katrice Noble

- LFLA is averaging about 79% attendance
- Administrators continue to do walk-throughs to visit classes.
- 577 students are currently enrolled. Enrollment remains steady.

C. Middle School Dashboard – Jeff Edwards

Mr. Edwards reviewed Middle School Dashboard.

- Higher percent of homeless students negatively impacts the attendance.
- Discipline Incidents are significantly less than last year.
- Transitioning to using ILLUMINATE to replace Study Island. It better matches standards and teachers are able to review data at the individual student level and make adjustments to improve intervention.

D. High School Dashboard – Dr. David LeMay

Dr. LeMay reported:

- On-target to meet attendance goal.
- Discipline Incidents are way downs, in large part to alternative disciplines helping kids not miss school.

V. SEMO — Dr. Laura Brock

Dr. Brock:

- Described the December 20, 2016 meeting between LFLA Administrators and Board Leadership with SEMO's Dean of Education, Provost and President as very positive and a valuable relationship-builder.
- Committed that SEMO will work closely with LFLA to toward Charter Renewal.
- Reported that SEMO amended the RFP for School Quality Review Consultants and is currently in negotiation with several consultants. The finalist should be hired by the end of February - beginning of March. The consultant will be of assistance with the Charter Renewal.

VI. Development — Tami Fernandez

Tami Fernandez reported:

- Amber Johansen has resigned.
- Marshall has someone in mind to keep the Fashion Show moving forward.
- Capital Campaign meetings with donors are continuing.
- The Development Committee will put on hold defining bench marks until a new Development Director is hired.

VII. Operations Committee — Debbie Champion

A. Conflict of Interest Agreement – was distributed to Board members for signature.

B. Foundation Update

Sandy Boxerman reported that the Foundation Bylaws and Articles of Incorporation are ready to be executed. The finalization of the 501 (c)(3) status will take slightly longer.

VIII. Finance Committee — Brian Liberman

A. December YTD Financials

- LFLA continues to be challenged by the reduced Free/Reduced Lunch payments. LFLA is well-above the required 3% required DESE Fund Balance requirement.

IX. Other

Scott Dolan shared his top three goals as Board President:

- Charter Renewal
- Establishment of the Foundation and finding Trustees
- The school continuing to be fiscally strong

He asked each Board member to set their personal goals for the school and Board.

X. Closed Session — NONE

XI. Adjournment

Kate Hatfield moved to adjourn. Motion seconded by Brian Liberman and passed unanimously. The meeting was adjourned at 5:25.

Respectfully Submitted,

Scott Dolan, President

Jennifer Bush for Gina Wischmeyer, Secretary