

**COMMUNITY OF PEACE ACADEMY**  
**Board Minutes: January 8<sup>th</sup>, 2024**

**Members Present:** Teresa Vazquez de Nilsson, Orobosa Ero, Megan Cina-Bernard, Lydia Schultz, Sarah Zosel, Greg Buckner, Maggie Elenz, Kevin Keto

**Members Absent:** Tom Ciaccio

**Ex-Officio Members Present:** Tim McGowan, Executive Director

**Guests Present:** Jason Carver, High School Principal; Molly Huml, Elementary Principal; Bryan Farkas, Special Education Coordinator; Erin Fiege, Elementary Instructional Coach; Megan Olsen, ELD Coordinator; Rose Chin, BerganKDV; Troy Gabler, Clifton Larson Allen LLP; Jada Steward, HS SpED teacher; Caitie Ryan-Norton, MS SpED teacher; Britta Carroll, MS SpED teacher; Panghoua Thao, Elementary SpED teacher; Sydni Fancher, Elementary SpED teacher; Alex Worobah, HS SpED teacher

Peace Circle.

Acceptance of the Agenda

- **Recommendation #1: Accept the Agenda for January 8, 2024.**
  - **Recommended:** Greg Buckner
  - **Second:** Orobosa Ero
  - **Voting in Favor:** Teresa Vazquez de Nilsson, Orobosa Ero, Megan Cina-Bernard, Lydia Schultz, Sarah Zosel, Greg Buckner, Maggie Elenz, Kevin Keto
  - **Abstain:** N/A

Acceptance of the Minutes: December 11th, 2023. **(Attachment A)**

- **Recommendation #2: Accept the Minutes from December 11, 2023.**
  - **Recommended:** Maggie Elenz
  - **Second:** Teresa Vazquez de Nilsson
  - **Voting in Favor:** Teresa Vazquez de Nilsson, Orobosa Ero, Megan Cina-Bernard, Lydia Schultz, Sarah Zosel, Greg Buckner, Maggie Elenz, Kevin Keto
  - **Abstain:** Megan Cina-Bernard

Community Comments

Fiscal Year 2023 Audit Report, *Clifton Larson Allen* **(Attachment B)**

Special Education Coordinator's Update,

- *Panghoua Thao and Sydni Fancher (Elem)*
  - **Biggest Wins:**
    - Seeing more collaboration between teachers who work with the same students
    - Seeing consistent staffing from year to year, several finishing up their licensure programs as well!
    - All paraprofessionals (across schools) are considered highly qualified (AA degree, 60 credits, or have passed a test specific to this position)
- *Britta Carroll and Caitie Ryan-Norton (M.S)*
  - **Biggest wins:**
    - Led PD for the middle school to educate general education teachers on different parts of special education
    - Vertical alignment– using the same curriculum students have already been working with and carrying it on in the upper middle school grades

- MS SpED is leading the way on using FASTBridge as a way to direct interventions that students need.
- *Alex Worobah and Jada Steward (H.S)*
  - **Biggest Wins:**
    - LOTS of positive relationships between students and SpED staff
    - Small class sizes
    - Led PD for high school staff to better train them in how special education works
    - Vertical alignment meetings between HS and MS to build on skills students have already demonstrated mastery in previously.

Executive Director's Report - *Tim McGowan* (**Attachment C**)

- **Recommendation #3: Accept the January 2024 Personnel Report.**
  - **Recommended:** Greg Buckner
  - **Second:** Kevin Keto
  - **Voting in Favor:** Teresa Vazquez de Nilsson, Orobosa Ero, Megan Cina-Bernard, Lydia Schultz, Sarah Zosel, Greg Buckner, Maggie Elenz, Kevin Keto
  - **Abstain:** N/A
  - Changes to the personnel report are demarcated in a pale yellow highlight

## **Executive Director's Report Attachment C January 8th, 2024**

### **I. PERSONNEL REPORT**

#### **A. Leaves**

- Jen Drier returned from her leave on January 2, 2024
- Colleen Straiton returned from her leave on January 2, 2024.

#### **B. Separations**

- Meta Nagel is no longer a CPA employee as of 1/04/24
- Yang Lee is no longer a CPA employee as of 12/15/23

#### **C. New Hires**

- There are no new hires to report.

#### **D. Reassignments**

- There are no reassignments to report

**Recommendation: Accept the January 2021 Personnel Report.**

### **II. ACADEMIC PROGRAM**

#### **A. Elementary School (Molly Huml)**

##### **January 2024:**

- Peace Skills January Curriculum
  - PeaceBuilder Focus: Right Wrongs
  - SEL: Growth Mindset
- Data/Academic Achievement
  - December Progress Monitoring (FASTBridge) continued to show growth.
  - We will start Winter FAST screening on January 29.
- Recent PLCs:
  - Mid-year check in on "Portrait of a Graduate" (Elementary Goals) - Behavior Management Sessions
    - Sensory Needs
    - Work Refusal
- Upcoming PLCs:
  - Tips and tricks to respond to data and progress monitoring - Math Number Talks
  - ELD Strategies
- Other happenings:
  - Elementary Game Night on 1/24
  - Launching a small group setting for Kindergarten Special Ed students to best support needs

#### **B. Middle School (Joe Doll)**

There's a lot to celebrate in the middle school, but the highlight of the last month was the mastery Mrs. Thao's sixth graders showed on their most recent interim assessment. ELA teachers have been working hard on paired reading, which teachers have done a great job of implementing. Students are also starting the Outsiders this month, which is a story that always resonates with our students. We are also collaborating with the high school on ways we can improve our retention of eighth graders, which is an event that we're excited about. We've also come up with a creative scheduling solution for our math instruction, which will allow Ms. K-W to teach 7th and 8th graders at the turn of the semester.

### **B. High School (Jason Carver)**

We're almost done with the first semester of the 2023/2024 school year, and it's time for final exams and projects. Exciting stuff is happening, so here's a quick update:

December Fun: Our Student Council threw a cool pep assembly last month. We had basketball games, a tug-of-war competition, musical chairs, and other fun activities to bring everyone together.

Special Guest Visit: On January 18th, Derek Plath, a Physical Therapist, will talk to our Junior and Senior students. He'll share his journey to becoming a Physical Therapist, giving us a sneak peek into his career.

Active Citizenship and College Knowledge Night: Also on January 18th, from 5-7 pm, we're hosting our annual event. It's a chance for Juniors to showcase what they've learned about issues affecting our society. Everyone is invited to join and learn about different aspects of life after high school.

The vibe at school is awesome. Both teachers and students are pumped after the break, ready to finish the semester on a high note.

### **D. Schoolwide:**

- The staff winter party was held on Thursday, December 14. Food, game and camaraderie was provided.
- The Winter Concert was held on Thursday, December 14. Attendance was strong as were the performances. Further planning will be put into place surrounding audience expectations for future performances.
- On January 5 a waterline burst from under DeSoto Street. St. Paul water services responded and water to the school was shut off from 2:30pm - 9:00pm. Additionally the school security system was placed in "test" mode during this time.

## **III. FINANCE**

### **C. Enrollment**

**COMMUNITY OF PEACE ACADEMY – 2023-2024** ENROLLMENT 1/5/2024

Grade	Waiting	Enrollment 23-24	Capacity	Grade
PreK	13	53	54	PreK
KNDG	0	66	75	KNDG
1	0	62	75	1
2	7	51	50	2
3	4	51	50	3
4	12	50	50	4
5	0	74	75	5
6	0	69	75	6
7	9	77	75	7
8	0	69	75	8
9	24	71	75	9
10	0	56	75	10
11	0	53	75	11
12	1	46	75	12
	70	848	954	

**IV. STATE REPORTING AND COMPLIANCE**

A. No report this month

**V. AUTHORIZER**

A. Quarter 2 report will be submitted by Friday, January 15, 2024

**VI. Other Business**

- The school pickup truck was purchased by Alfredo Peralta Valverde on December 15, 2023 for \$750.
- Car Insurance for the school pickup truck was canceled on January 2, 2024.

Committee Updates → There have not been meetings since we last met. There will be updates for the next Board meeting.

- *Finance Committee Update*
- *Schoolwide Program Oversight Committee Update*
- *Facility/Health and Safety Committee Update*
- *Mission and Policy Committee Update*

Executive Director Evaluation - Sarah Zosel

Community Engagement Update (Attachment D)

Adjourn.

- **Recommendation #4: Adjourn the meeting.**
  - **Recommended:** Orobosa Ero
  - **Second:** Greg Buckner

- **Voting in Favor:** Teresa Vazquez de Nilsson, Orobosa Ero, Megan Cina-Bernard, Lydia Schultz, Sarah Zosel, Greg Buckner, Maggie Elenz, Kevin Keto

**Abstain:** N/A

**Next Meeting:** Monday, February 13th at 6:00 p.m.

- Update on board goals
- Board Self-Review