

## COMMUNITY OF PEACE ACADEMY

### Board Minutes: May 8<sup>th</sup>, 2023

**Members Present:** Kevin Keto, Sarah Zosel, Megan Cina-Bernard, Shawn Nilsson, Orobosa Ero, Daysi Rivas, Ker Zeng Moua, Maggie Elenz

**Members Absent:** N/A

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

**Guests Present:** Jason Carver, High School Principal; Molly Huml, Elementary School Principal; Bonnie Johnson, District Business Manager; Bryan Farkas, Special Education Coordinator; Brenda Kes, BergenKDV; Erin Fiege; Elementary Teacher

Peace Circle.

- Hmong Men, Mental Health, and Education (Dr. Ker Zeng Moua presents the shortened version of his doctoral research!)

Acceptance of the Agenda

#### **Recommendation #1: Approve the March 13<sup>th</sup> Meeting Minutes**

- **Recommended:** Shawn Nilsson
- **Second:** Orobosa
- **Voting in Favor:** Kevin Keto, Sarah Zosel, Megan Cina-Bernard, Shawn Nilsson, Orobosa Ero, Daysi Rivas, Ker Zeng Moua, Maggie Elenz
- **Abstain:** N/A

Acceptance of the Minutes: April 10<sup>th</sup>, 2023. (**Attachment A**)

#### **Recommendation #2: Approve the April 10<sup>th</sup> Meeting Minutes**

- **Recommended:** Sarah Zosel
- **Second:** Ker Zeng Moua
- **Voting in Favor:** Kevin Keto, Sarah Zosel, Shawn Nilsson, Orobosa Ero, Daysi Rivas, Ker Zeng Moua, Maggie Elenz
- **Abstain:** Megan Cina-Bernard

Community Comments

- No community members present this meeting

Treasurer's Report

#### **Recommendation #3: Approve the Revised 2022-2023 Budget/March Financials. (**Attachment B1**)**

- **Recommended:** Megan Cina-Bernard
- **Second:** Kevin Keto
- **Voting in Favor:** Kevin Keto, Sarah Zosel, Shawn Nilsson, Orobosa Ero, Daysi Rivas, Ker Zeng Moua, Maggie Elenz
- **Abstain:** N/A

#### **Recommendation #4: Approve the Adopted 2023-2024 Budget. (**Attachment B2**)**

- **Recommended:** Orobosa Ero
- **Second:** Shawn Nilsson
- **Voting in Favor:** Kevin Keto, Sarah Zosel, Shawn Nilsson, Orobosa Ero, Daysi Rivas, Ker Zeng Moua, Maggie Elenz
- **Abstain:** N/A

6:50 p.m. Executive Director's Report (**Attachment C**)

#### **Recommendation #5: Accept the May 2023 Personnel Report.**

- **Recommended:** Ker Zeng Moua
- **Second:** Daysi Rivas
- **Voting in Favor:** Kevin Keto, Sarah Zosel, Shawn Nilsson, Orobosa Ero, Daysi Rivas, Ker Zeng Moua, Maggie Elenz
- **Abstain:** N/A

### Executive Director's Report Attachment C May 8th, 2023

#### I. PERSONNEL REPORT

##### A. Leaves

- There are no leaves to report

##### B. Separations

- There are no separations to report

##### C. New Hires

- Dujuan Simmons was employed as a high school special education paraprofessional on 4/17/23

##### D. Reassignments

- There are no reassignments to report

##### E. 2023-2024 Hiring Update

**Recommendation: Accept the April 2023 Personnel Report.**

#### II. ACADEMIC PROGRAM

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

#### Elementary Highlights and Happenings May 2023

##### Happenings

- May 1-5: Screen Free Week
  - Challenging teachers to minimize screen usage during instruction, student work time, etc.
- May 5: Elementary Schoolwide BINGO

##### Teaching & Learning

- **MCA Testing**
  - Completed
  - Preliminary data has been compiled and reviewed with teachers

MCA 2023					
3 Reading	2022	2023	3 Math	2022	2023
Total Students	70	51	Total Students	70	51
Total Meets	7	6	Total Meets	5	7
% Meets	10.00%	11.76%	% Meets	7.14%	13.73%
% P. Meets	2.86%	17.65%	% P. Meets	17.14%	21.57%
% D.N.M	87.14%	66.67%	% D.N.M	70.00%	60.78%
4 Reading	2022	2023	4 Math	2022	2023
Total Students	49	73	Total Students	48	74
Total Meets	8	5	Total Meets	2	5
% Meets	16.33%	6.85%	% Meets	4.17%	6.76%
% P. Meets	24.49%	27.40%	% P. Meets	16.67%	14.86%
% D.N.M	57.14%	65.75%	% D.N.M	72.92%	75.68%

- **FASTBridge**
  - Spring FAST testing will take place May 15-26

- **Building Activities and Staff Development**
- **Professional Learning Community (PLC) Updates**
  - Recent PLCs have focused on: schedule prep for 22-23, responding to Progress Monitoring, finishing the year strong,
  - Student Engagement Reflection
  - Upcoming PLCs will focus on the areas of: Math Transition, 23-24 input and planning, portrait of a graduate

#### **On the Radar**

##### **a. Hiring:**

- i. PreK, 2nd, 3rd grade classroom
- ii. ELD

##### **b. Development of Grades 2-6 DCD Program for 23-24**

#### **B. Middle School**

Great News in the Middle School for Director Joe Doll. On Friday, April 28 Joe and his wife Katie added a new member to their family. Son Levi Thomas Doll.

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

April brought us a different level of energy as we moved another step closer to the end of the 22-23 school year. We have finally compiled our Spring conference family attendance numbers achieving a school wide 79% of families attending conferences via in-person and video engagement. Huge accomplishment for our staff and shows our dedication and commitment to building relationships with our students and families.

- Our staff celebrated and bonded together during our annual bowling PLC at SunRay Lanes on April 12th. Genevieve Kalland had the task of game host as she created a fun atmosphere and prizes for all staff to enjoy!
- We are finishing our MCA testing window for Grades 9-11 including, ELA, Math, and Biology. Looking forward to seeing the results soon!
- Our seniors are getting ready for their last days as a student at CPA. Senior profiles are displayed in our hallways highlighting what they learned, the legacy they will leave and fun facts about each graduating senior. They have been working hard on their Legacy Projects, spending time in their Ethics classes planning an event or service project to give back to their school community. We have had a basketball game, badminton tournament, Hide and Seek, Sardines game and many more fun activities planned by seniors. The events have been a huge success and have added to the wonderful feeling of community we've been building all year. Very exciting to be a part of the 22-23 graduating class.
  - This has been a great month to look back at how much our students have grown this year.
  - Last Month Follow Up on 30,000 FT Program
  - Our programs offer hands-on, project-based experiences infused with arts and culture to reach students in ways traditional teaching might not. At 30K, we inspire African American youth by giving them the confidence to believe in themselves and their endless potential.

#### **D. Schoolwide**

- Teacher Appreciation Week May 8-12



- **Schools of Character Update: National Forum.** We have been invited to lead a breakout session at the fall 2023 National Forum on Character Education. The presentation is “Integrating Character Education into Secondary Staff Development, Classroom Procedures, and Curriculum: Best Practices from a Three-Time National School of Character”. Sadie Fischer, Ann Ericson and I will present at the Forum on November 5-7. Helping other schools with their character education initiatives is an expectation for National Schools of Character and will be required if we are to continue receiving the National School of Character designation. Next school year we will need to reapply for that designation.
- 2022 Graduation Data Release Scheduled for April 25 - 81.7%
- [Charter School Day](#) at the St. Paul Saints will be **Sunday, June 11<sup>th</sup> @ 2pm** This is the second year for Charter School Day @ a Saints game. Tickets for the June 11<sup>th</sup> St. Paul Saints vs. Iowa Cubs game **are only \$18 each**, which includes a St. Paul Saints Baseball Cap.
- CPA Walk/Run Saturday May 20, 2023

**III. FINANCE**

Current Enrollment

2022-2023 Enrollment

**COMMUNITY OF PEACE ACADEMY – 2022-2023** ENROLLMENT 5/4/2023

Grade	Waiting	Enrollment 22-23	Capacity	Grade
PreK	45	34	34	PreK
KNDG	2	60	75	KNDG
1	11	52	50	1
2	3	50	50	2
3	7	51	50	3
4	4	75	75	4
5	0	54	75	5
6	3	73	75	6
7	9	67	75	7
8	29	80	75	8
9	2	71	75	9
10	1	55	75	10
11	0	48	75	11
12	0	53	75	12
	116	823	934	

**COMMUNITY OF PEACE ACADEMY – 2023-2024** ENROLLMENT 5/4/2023

Grade	Waiting	Enrollment 22-23	Capacity	Grade
PreK	0	56	54	PreK
KNDG	0	76	75	KNDG
1	0	70	75	1
2	9	55	50	2
3	4	55	50	3
4	8	55	50	4
5	9	78	75	5
6	0	65	75	6
7	6	81	75	7
8	0	76	75	8
9	19	84	75	9
10	1	73	75	10
11	0	60	75	11
12	0	49	75	12
	56	933	954	

Projected Enrollment this time last year for the start of this school year 2022-2023

51

903

934

**IV. STATE REPORTING AND COMPLIANCE****V. AUTHORIZER**

- A. Sarah Zosel and I met with other school leaders and board members for a UST Network Gathering at Global Academy.

**VI. Other Business**

- A. Staff Tuition Assistance: Currently we have 9 staff members continuing with college coursework into the 2023-2024 school year, which amounts to about \$24,000. Additional staff have approached me regarding tuition assistance for next year as well.

***Recommendation: Increase the allotment of \$25,000 for tuition assistance each year to \$35,000.***

*B. Clifton Larson Allen Update*

**Recommendation #6: Increase the allotment of \$25,000 for tuition assistance each year to \$35,000.**

- **Recommended:** Megan Cina-Bernard
- **Second:** Maggie Elenz
- **Voting in Favor:** Kevin Keto, Sarah Zosel, Shawn Nilsson, Orobosa Ero, Daysi Rivas, Ker Zeng Moua, Maggie Elenz
- **Abstain:** N/A

## Approval of Contracts and Purchases

**Recommendation #7: Approve the contract renewal with Bergankdv for Financial Management Services.**

**(Attachments D1-D3)**

- **Recommended:** Orobosa Ero
- **Second:** Daysi Rivas
- **Voting in Favor:** Kevin Keto, Sarah Zosel, Shawn Nilsson, Orobosa Ero, Daysi Rivas, Ker Zeng Moua, Maggie Elenz
- **Abstain:** N/A

## Committee Updates

*Finance Committee Minutes (Attachment E1)*

**Recommendation #8: Approve the March 2023 Supplemental Financial Reports. (Attachment E2)**

- **Recommended:** Kevin Keto
- **Second:** Shawn Nilsson
- **Voting in Favor:** Kevin Keto, Sarah Zosel, Shawn Nilsson, Orobosa Ero, Daysi Rivas, Ker Zeng Moua, Maggie Elenz
- **Abstain:** N/A

*Facility/Health and Safety Committee Update*

- We have money we need to spend before June 30 on capital projects. The plan is to:
  - Add a second door at Door A (per code)
  - Update landscaping
  - Fix the sidewalk outside the school (we checked– the sidewalk is not the responsibility of the city)
  - A fence will be put in along Magnolia

- Reinforcing the fencing around the playlot
- Quotes are being sought out. As much of this as possible would be done this summer.

*Mission and Policy Committee Update*

**Recommendation #9: Approve reviewed Policy 5.4.2 Student Bullying Prohibition, Policy 7.1 Segregation of Duties, and Policy 8.5 Distribution of Non-Curricular materials on school grounds. (Attachment E3-E5)**

- **Recommended:** Sarah Zosel
- **Second:** Kevin Keto
- **Voting in Favor:** Kevin Keto, Sarah Zosel, Shawn Nilsson, Orobosa Ero, Daysi Rivas, Ker Zeng Moua, Maggie Elenz
- **Abstain:** N/A

**Recommendation #10: Approve reviewed Policy 4.8.3 School Website.(Attachment E6)**

- **Recommended:** Maggie Elenz
- **Second:** Orobosa Ero
- **Voting in Favor:** Kevin Keto, Sarah Zosel, Shawn Nilsson, Orobosa Ero, Daysi Rivas, Ker Zeng Moua, Maggie Elenz
- **Abstain:** N/A

Recommendations from the Board Nominating Committee (Attachment F)

**Recommendation #11: Approve the nominees for Board of Directors. (Attachment F)**

- **Recommended:** Daysi Rivas
- **Second:** Ker Zeng Moua
- **Voting in Favor:** Kevin Keto, Sarah Zosel, Shawn Nilsson, Orobosa Ero, Daysi Rivas, Ker Zeng Moua, Maggie Elenz
- **Abstain:** N/A

Community Member of the Year

- There were so many great candidates– the decision was really difficult to make! This year, the Board would like to honor **Kenan Moore** as Community Member of the Year!

Community Engagement Update (Attachment G)

Adjourn

**Recommendation #12: Adjournment**

- **Recommended:** Shawn Nilsson
- **Second:** Maggie Elenz
- **Voting in Favor:** Kevin Keto, Sarah Zosel, Shawn Nilsson, Orobosa Ero, Daysi Rivas, Ker Zeng Moua, Maggie Elenz
- **Abstain:** N/A

**Next Meeting:** Monday, June 12th at 6:00 p.m.

2023-2024 Budget Approval

Strategic Plan Review

Annual Policy Review (ie. Pledge of Allegiance, Harassment, Hazing, Bullying, etc)