

**Independent School District No. 4015
Community of Peace Academy
Board of Directors Meeting
Minutes: October 12, 2020**

Attachment A

Members Present: Jennifer Baker, Kevin Keto, Margaret Pitsenbarger, Lilian Sanchez, Anna Schick, Pamella Stommes, Charley Swanson, Sarah Zosel

Members Absent: Orobosa Ero

Ex-Officio Members Present: David Núñez

Guests Present: Erin Fiege, Preschool Teacher; Molly Huml, Elementary Principal; Shannon Karkula, CPA Literacy Coach; Brenda Kes, CPA Financial Manager; Caleea Kidder, Middle School Principal; Tim McGowan, High School Principal; Katie Miskowic, 3rd grade teacher; Maggie Wallner, attorney, Kennedy & Graven; Adam Wattenbarger, attorney, Kennedy & Graven.

Note: A master 3-ring binder of the board packet including all the attachments is kept in the ED office for anyone - teacher, staff or member of the public who wishes to review it.

- I. **Peace Circle**
The Board meeting began on Zoom (online) at 6:00 p.m. with a Peace Circle.
- II. **Acceptance of Minutes** (Board Packet Attachment A)
Recommendation #1: Acceptance of the Minutes of the CPA Board Meeting: September 14, 2020.
Mr. Keto moved the Board approve Recommendation #1. Motion seconded by Ms. Schick. The following voted in favor: Jennifer Baker, Kevin Keto, Margaret Pitsenbarger, Lilian Sanchez, Anna Schick, Pamella Stommes, Charley Swanson, Sarah Zosel. **Motion passed.**
- III. **Acceptance of Agenda**
Recommendation #2: Acceptance of the agenda.
Ms. Pitsenbarger moved the Board approve Recommendation #2. Motion seconded by Mr. Swanson. The following voted in favor: Jennifer Baker, Kevin Keto, Margaret Pitsenbarger, Lilian Sanchez, Anna Schick, Pamella Stommes, Charley Swanson, Sarah Zosel. **Motion passed.**
- IV. **Closed Session**
Recommendation #3: Close the session
Closed Session of the Board pursuant to the attorney-client privilege under Minn. Stat. 13D.05 subd. 3(b), to discuss pending litigation brought on behalf of a minor student, case 62-CV-20- 4777 in Ramsey County district court, relating to a student incident.
Ms. Baker moved the Board approve Recommendation #3. Motion seconded by Ms. Zosel. The following voted in favor: Jennifer Baker, Kevin Keto, Margaret Pitsenbarger, Lilian Sanchez, Anna Schick, Pamella Stommes, Charley Swanson, Sarah Zosel. **Motion passed.**
- V. **Re-open Meeting**
Recommendation #4: Re-open the meeting.
Ms. Baker moved the Board approve Recommendation #4. Motion seconded by Mr. Swanson. The following voted in favor: Jennifer Baker, Orobosa Ero, Kevin Keto, Margaret Pitsenbarger, Lilian Sanchez, Anna Schick, Pamella Stommes, Charley Swanson, Sarah Zosel. **Motion passed.**

VI. Treasurer's Report (Attachment B)

Recommendation #5: Approve the August 2020 Financial Statements.

Ms. Baker moved the Board approve Recommendation #5. Motion seconded by Ms. Stommes. The following voted in favor: Jennifer Baker, Kevin Keto, Margaret Pitsenbarger, Lilian Sanchez, Anna Schick, Pamela Stommes, Charley Swanson, Sarah Zosel. **Motion passed.**

Recommendation #6: Approve the August 2020 Checks and Wire Payments Report.

Ms. Baker moved the Board approve Recommendation #6. Motion seconded by Ms. Schick. The following voted in favor: Jennifer Baker, Kevin Keto, Margaret Pitsenbarger, Lilian Sanchez, Anna Schick, Pamela Stommes, Charley Swanson, Sarah Zosel. **Motion passed.**

VII. Approval of Purchases and Contracts (Attachments C1-C5)

Recommendation #7: Approve the purchase of desks for the addition (C1)

Ms. Pitsenbarger moved the Board approve Recommendation #7. Motion seconded by Mr. Keto. The following voted in favor: Jennifer Baker, Kevin Keto, Margaret Pitsenbarger, Lilian Sanchez, Anna Schick, Pamela Stommes, Charley Swanson, Sarah Zosel. **Motion passed.**

Recommendation #8: Approve the purchase of Computers during COVID (C2)

Ms. Stommes moved the Board approve Recommendation #8. Motion seconded by Ms. Sanchez. The following voted in favor: Jennifer Baker, Kevin Keto, Margaret Pitsenbarger, Lilian Sanchez, Anna Schick, Pamela Stommes, Charley Swanson, Sarah Zosel. **Motion passed.**

Recommendation #9: Approve the purchase of Cubicles for the remodel of the High School Computer lab (C3)

Ms. Zosel moved the Board approve Recommendation #9. Motion seconded by Mr. Swanson. The following voted in favor: Jennifer Baker, Kevin Keto, Margaret Pitsenbarger, Lilian Sanchez, Anna Schick, Pamela Stommes, Charley Swanson, Sarah Zosel. **Motion passed.**

Recommendation #10: Approve the purchase of Security Cameras (C4)

Ms. Schick moved the Board approve Recommendation #10. Motion seconded by Ms. Baker. The following voted in favor: Jennifer Baker, Kevin Keto, Margaret Pitsenbarger, Lilian Sanchez, Anna Schick, Pamela Stommes, Charley Swanson, Sarah Zosel. **Motion passed.**

Recommendation #11: Approve the purchase of Access Points (C5)

Ms. Baker moved the Board approve Recommendation #11. Motion seconded by Ms. Sanchez. The following voted in favor: Jennifer Baker, Kevin Keto, Margaret Pitsenbarger, Lilian Sanchez, Anna Schick, Pamela Stommes, Charley Swanson, Sarah Zosel. **Motion passed.**

VIII. Executive Director's Report October 12th, 2020 (Attachment D)

I. PERSONNEL REPORT

A. Leaves

- David Lee, Elementary Special Education Teacher, took a leave 10/2/20 – 10/9/20

- B. Separations
 - There are no separations to report

- C. New Hires
 - We have hired Asher McClinton to be our new High School Special Ed Para
 - We have hired Thomas Nielsen to be our new 5th/6th grade Special Education Teacher.
 - We have hired Sydni Fancher as our new 3/4 Elementary Special Education Teacher
 - We have hired Claire Folkert as our new 5/6 ELD Teacher.

- D. Reassignments
 - There are no reassignments to report

Recommendation #12: Accept the October 2020 Personnel Report.

Mr. Keto moved the Board approve Recommendation #12. Motion seconded by Mr. Swanson. The following voted in favor: Jennifer Baker, Kevin Keto, Margaret Pitsenbarger, Lilian Sanchez, Anna Schick, Pamella Stommes, Charley Swanson, Sarah Zosel. **Motion passed.**

II. ACADEMIC PROGRAM

- A. CPA’s move into Phase 3 and our planned move into Phase 5.

III. FINANCE

A. Enrollment

COMMUNITY OF PEACE ACADEMY 2020-2021 – ENROLLMENT 9/28/2020

Grade	Waiting	Enrolled	Capacity
-1	0	35	34
0	0	48	75
1	0	47	50
2	5	52	50
3	3	53	50
4	0	54	50
5	0	60	75
6	0	75	75
7	0	67	75
8	4	80	75
9	0	72	75
10	0	61	75
11	0	66	75
12	0	55	75
	12	825	909

B. FY20 Federal Title Fund Allocations

A. The 2019-2020 Title I, II, and III applications were submitted on time on Sept 15th.

IV. STATE REPORTING AND COMPLIANCE

A. No state reporting outside Title was due this month.

V. AUTHORIZER

A. 2020-2021 Site Visit will be on October 20th and will be done virtually, similar to last spring.

VI. Other Business

A. **COVID-19** Leave at CPA.

B. Ionization System at CPA.

***End Executive Director's Report

IX. Update on Annual Meeting

Meeting will be on Zoom at 6 pm on Thursday, October 29, 2020.

X. Board Nominating Committee

Recommendation #13: Accept the slate of new candidates for the Annual Meeting

Ms. Zosel moved the Board approve Recommendation #13. Motion seconded by Ms. Schick.

Board Candidates: Maggie Elenz, 2nd grade teacher; Jasmine Bolden, 7/8 grade Social Studies teacher; Shawn Nilsson, parent; Vang Ker Zeng Moua, community member.

The following voted in favor: Jennifer Baker, Kevin Keto, Margaret Pitsenbarger, Lilian Sanchez, Anna Schick, Pamella Stommes, Charley Swanson, Sarah Zosel. **Motion passed.**

XI. Updated Calendar for the 2020/2021 school year (Attachment E1)

Recommendation #14: Accept the updated calendar for the 2020/2021 School Year (E1)

Ms. Pitsenbarger moved the Board approve Recommendation #14. Motion seconded by Ms. Sanchez.

The following voted in favor: Jennifer Baker, Kevin Keto, Margaret Pitsenbarger, Lilian Sanchez, Anna Schick, Pamella Stommes, Charley Swanson, Sarah Zosel. **Motion passed.**

XII. Extend Meeting

Recommendation #15: Extend the meeting until 8:15.

Ms. Baker moved the Board approve Recommendation #15. Motion seconded by Ms. Sanchez.

The following voted in favor: Jennifer Baker, Kevin Keto, Margaret Pitsenbarger, Lilian Sanchez, Anna Schick, Pamella Stommes, Charley Swanson, Sarah Zosel. **Motion passed.**

XII. Committee Updates (Attachments F1-F3)

Finance Committee Minutes (F1)

Schoolwide Program Oversight Committee Minutes (F2)

Facility/Health and Safety Committee Minutes (F3)

XIII. Community Engagement Update (Attachment G)

XIV. Adjourn

Ms. Baker moved for adjournment. Motion seconded by Ms. Pitsenbarger. Everyone voted in favor. **Motion passed.**

Respectfully Submitted,

Sarah Zosel
Board Secretary

Next Meeting: Monday, November 9th at 6:00 pm,

Agenda Items:

- Vote for Board officers
- Board Committees
- Review Board goals and training
- Elementary Principal's Update, Molly Huml
- Social Worker Board Training
- Budget Revision
- Covid 19 leave policies