

**Independent School District 4015
Community of Peace Academy
Board of Directors Meeting
Minutes: November 9, 2020**

Attachment A

Members Present: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Ker Zeng Moua, Shawn Nilsson, Lilian Sanchez, Anna Schick, Sarah Zosel

Members Absent: None

Ex-Officio Members Present: David Núñez

Guests Present: Jennifer Baker, 5th grade math teacher; Aaliyah Hodge, St. Thomas Authorizer; Molly Huml, Elementary Principal; Shannon Karkula, CPA Literacy Coach; Tim McGowan, High School Principal; Katie Miskowic, 3rd grade teacher;

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: October 12, 2020.

Ms. Sanchez moved the Board approve Recommendation #1. Motion seconded by Mr. Ero. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Ker Zeng Moua, Shawn Nilsson, Lilian Sanchez, Anna Schick, Sarah Zosel. **Motion passed.**

Recommendation #2: Acceptance of the Minutes of CPA Board Meeting: October 22, 2020.

(Attachment B)

Ms. Schick moved the Board approve Recommendation #2. Motion seconded by Ms. Sanchez.

The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Ker Zeng Moua, Shawn Nilsson, Lilian Sanchez, Anna Schick, Sarah Zosel. **Motion passed.**

III. Acceptance of the Agenda

Recommendation #3: Acceptance of the Agenda.

Ms. Zosel moved the Board approve Recommendation #3. Motion seconded by Ms. Fiege. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Ker Zeng Moua, Shawn Nilsson, Lilian Sanchez, Anna Schick, Sarah Zosel. **Motion passed.**

IV. Vote on Board Officers

Recommendation #4: To appoint Sarah Zosel as Board Chair.

Ms. Schick moved the Board approve Recommendation #4. Motion seconded by Mr. Ero. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Ker Zeng Moua, Shawn Nilsson, Lilian Sanchez, Anna Schick, Sarah Zosel. **Motion passed.**

Recommendation #5: To appoint Shawn Nilsson as Board Treasurer.

Ms. Zosel moved the Board approve Recommendation #5. Motion seconded by Mr. Keto. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Ker Zeng Moua, Shawn Nilsson, Lilian Sanchez, Anna Schick, Sarah Zosel. **Motion passed.**

V. **Discussion of Board Committees**

Finance Committee – Shawn Nilsson
Schoolwide Program Oversight Committee – Erin Fiege, Kevin Keto, Anna Schick
Facility/Health and Safety Committee – Maggie Elenz, Orobosa Ero
Mission and Policy Committee – Sarah Zosel

VI. **Planning for Board Training**

For new members: Mr. Nunez will coordinate training with CPA’s lawyer (HR matters); Finance with Brenda Kes, Financial manager; and Governance.
Ongoing training for 2020-21 will include Data privacy, Social Work, and Budget.

VII. **Treasurer’s Report**

(Attachment C)

Recommendation #6: Approve the September 2020 Financial Statements.

Mr. Keto moved the Board approve Recommendation #6. Motion seconded by Mr. Nilsson. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Ker Zeng Moua, Shawn Nilsson, Lilian Sanchez, Anna Schick, Sarah Zosel. **Motion passed.**

Recommendation #7: Approve the September 2020 Checks and Wire Payments Report.

Mr. Nilsson moved the Board approve Recommendation #7. Motion seconded by Ms. Schick. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Ker Zeng Moua, Shawn Nilsson, Lilian Sanchez, Anna Schick, Sarah Zosel. **Motion passed.**

VIII. **Approval of Contracts and Purchases**

(Attachment D)

Recommendation #8: Approve purchase of PS499 for additional Smart Panels.

Mr. Keto moved the Board approve Recommendation #8. Motion seconded by Mr. Ero. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Ker Zeng Moua, Shawn Nilsson, Lilian Sanchez, Anna Schick, Sarah Zosel. **Motion passed.**

IX. **FY21 Budget Update**

Impact of Covid-19 funds on current budget.

X. **Executive Director’s Report**

November 5th, 2020

(Attachment D)

I. **PERSONNEL REPORT**

A. Leaves

- There are no separations to report

B. Separations

- There are no separations to report

C. New Hires

- We have hired Mary Herman to work in our essential worker’s childcare program. She started on Monday, November 2nd.
- We have hired Soila Galdamez to work in our essential worker’s childcare program. She started on Monday, November 9th.

- D. Reassignments
 - There are no reassignments to report

Recommendation #9: Accept the November 2020 Personnel Report.

Ms. Zosel moved the Board approve Recommendation #9. Motion seconded by Ms. Elenz. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Ker Zeng Moua, Shawn Nilsson, Lilian Sanchez, Anna Schick, Sarah Zosel. **Motion passed.**

II. ACADEMIC PROGRAM

CPA’s move into Phase 5.

III. FINANCE

A. Enrollment

COMMUNITY OF PEACE ACADEMY 2020-2021 – ENROLLMENT 11/2/2020

Grade	Waiting	Enrolled	Capacity
-1	0	34	34
0	0	47	75
1	0	47	50
2	5	52	50
3	3	53	50
4	0	54	50
5	0	60	75
6	0	74	75
7	0	66	75
8	4	80	75
9	0	72	75
10	0	61	75
11	0	66	75
12	0	55	75
	12	821	909

2 siblings waiting of the 4

IV. STATE REPORTING AND COMPLIANCE

- A. State Charter School Assurances was submitted on-time before the October 30th deadline.

V. AUTHORIZER

- A. 2020-2021 Site Visit was on October 20th and was be done virtually. I do not yet have her written review yet, but in our follow up meeting she was very positive about her experience. She visited three classes, met with me, the Principals, a group of teachers and the Business Manager.

VI. Other Business

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

B. Plans to boost enrollment with Niche and Matterlab.

***End Executive Director's Report

XI. Elementary Principal's Update, Molly Huml

XII. Committee Updates

(Attachments E1-E5)

Finance Committee Minutes (E1)

Schoolwide Program Oversight Committee Minutes (E2)

Facility/Health and Safety Committee Minutes (E3 – E4)

Mission and Policy Committee Minutes (E5)

XIII. Community Engagement Update

(Attachment F)

XIV. Adjourn

Ms. Schick moved for adjournment. Motion seconded by Ms. Elenz. Everyone voted in favor. Motion passed.

Respectfully Submitted,

Sarah Zosel
Board Secretary

Next Meeting: Monday, December 14th at 6:00 pm

Agenda Items:

- FY19 Audit Report
- HS Principal's Update
- Update on Board goals
- Training from Social Workers
- Annual Report/WBWF Report