

**Independent School District 4015
Community of Peace Academy
Board of Directors Meeting
Minutes: January 11, 2021**

Attachment A

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

Members Absent: Orobosa Ero

Ex-Officio Members Present: David Núñez

Guests Present: Molly Eller, High School Social Worker; Molly Huml, Elementary Principal; Bonnie Johnson, District Business Manager; Shannon Karkula, CPA Literacy Coach; Brenda Kes, CPA Financial Manager; Caleea Kidder, Middle School Principal; Jennifer Littlewolf, Middle School Social Worker, Tim McGowan, High School Principal; Chelle York, Elementary Social Worker.

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: December 14, 2020.

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

III. Acceptance of the Agenda

Recommendation #2: Acceptance of the Agenda.

Ms. Zosel moved the Board approve Recommendation #2. Motion seconded by Ms. Elenz. The following voted in favor: Maggie Elenz, Erin Fiege, Kevin Keto, Ker Zeng Moua, Shawn Nilsson, Lilian Sanchez, Anna Schick, Sarah Zosel. **Motion passed.**

IV. Treasurer's Report

(Attachment B)

Recommendation #3: Approve the November 2020 Financial Statements.

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

Recommendation #4: Approve the November 2020 Checks and Wire Payments Report.

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

V. Approval of Contracts and Purchases

(Attachment C)

Recommendation #5: Approve the purchase of a new food warmer for the kitchen for \$5,185.86.

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

VI. Executive Director’s Report January 11, 2021 (Attachment D)

I. PERSONNEL REPORT

- A. Leaves
 - Melissa Wood has gone out on a leave from December 18th to April 9th.

- B. Separations
 - There are no separations to report

- C. New Hires
 - We have hired Paw Nay Bu to work as our Karen Family and Community Engagement Specialist. She will start on the 19th of January.

- D. Reassignments
 - There are no reassignments to report

Recommendation #6: Accept the January 2021 Personnel Report.

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

II. ACADEMIC PROGRAM

- A. Updates to COVID plan
- B. High School Principal Updates to come

III. FINANCE

- C. Enrollment

Grade	Waiting	Enrolled	Capacity
-1	3	32	34
0	0	47	75
1	0	47	50
2	5	52	50
3	3	51	50
4	0	54	50
5	0	60	75
6	0	74	75
7	0	67	75
8	4	80	75

1 sibling waiting of the 4

9	0	73	75
10	0	63	75
11	0	67	75
12	0	55	75
	15	822	909

IV. STATE REPORTING AND COMPLIANCE

- A. Updates to Title I, II, and III
- B. The World’s Best Workforce Report

V. AUTHORIZER

CPA’s narrative evaluation for the 19/20 school year (Attachment D1)

VI. Other Business

- A. COVID Leave
- B. Compensatory Aid

***End of Executive Director’s Report

VII. Training from the CPA Social Work Team

This constitutes ongoing board training, per MN Statute 124E.07Subd.7

VIII. Initial Board Training Update

IX. High School Principal’s Update, Tim McGowan

X. Committee Updates

(Attachments E1-E4)

- Finance Committee Minutes (E1)
- Schoolwide Program Oversight Committee Minutes (E2)
- Facility/Health and Safety Committee Minutes (E3)
- Mission and Policy Committee Minutes (E4)

XI. Community Engagement Update

(Attachment F)

XII. Closed session

Recommendation #7: Close the session

Closed Session of the Board pursuant to the Minn. Stat. 13D.05 subd. 3(b), to discuss litigation brought on behalf of a minor student, case 62-CV-20-4777 in Ramsey County district court, relating to a student incident.

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

XIII. Re-open Meeting

Recommendation #8: Re-open the meeting.

Ms. Zosel moved the Board approve Recommendation #8. 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.**

XIV. Adjourn

Ms. Schick moved for adjournment. Motion seconded by Mr. Nilsson. Everyone voted in favor. **Motion passed.**

Respectfully Submitted,

Sarah Zosel
Board Secretary

Next Meeting: Monday, February 8th at 6:00 pm

Agenda Items:

- Update on Board goals
- Board Self-Review
- UST Quarter 2 Report
- Annual Report
- 2021-2022 Calendar Approval