

**Independent School District 4015
Community of Peace Academy
Board of Directors Meeting
Minutes: May 10, 2021**

Attachment A

Members Present: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Shawn Nilsson, Lillian Sanchez, Anna Schick, Sarah Zosel

Members Absent: Ker Zeng Moua

Ex-Officio Members Present: David Núñez

Guests Present: Molly Huml, Elementary Principal; Shannon Karkula, CPA Literacy Coach; Edmund Negron, parent nominee to CPA Board; Gretchen Polkinghorne, ELD Director.

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. Lillian Sanchez shared how she found out about CPA and her children's experiences as students.

II. Acceptance of Minutes

(Board Packet Attachment A1, A2)

Recommendation #1: Approve the April 12, 2021 Meeting Minutes.

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

Report on Closed Session conducted on April 12, 2021: The Board reviewed with Mr. Núñez the results of the ED evaluation survey. The Board thanked Mr. Núñez for his two years of service as Executive Director of CPA.

III. Acceptance of the Agenda

Recommendation #2: Acceptance of the Agenda.

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

IV. Treasurer's Report

(Attachment B1, B2)

Recommendation #3: Approve the March 2021 Financial Statements.

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

Recommendation #4: Approve the March 2021 Checks and Wire Payments Report.

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

V. Approval of Contracts and Purchases

(Attachment C1)

Recommendation #5: Approve the contract to renew Max Scholar Software (C1)

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

Recommendation #6: Approve the contract to Renew Membership to MACS (C2)

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

Recommendation #7: Approve the contract to Renew Audiology Contract (C3)

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

Recommendation #8: Approve the contract to Renew School Psychologist Contract (C4)

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

Recommendation #9: Approve the contract to Renew School Psychologist Contract (C5)

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, Shawn Nilsson, Lillian Sanchez, Anna Schick, Sarah Zosel. **Motion passed.**

Recommendation #10: Approve the contract to Renew ECSE Services Contract (C6)

Ms. Elenz moved the Board approve Recommendation #10. Motion seconded by Ms. Fiege. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Shawn Nilsson, Lillian Sanchez, Anna Schick, Sarah Zosel. **Motion passed.**

Recommendation #11: Approve the contract to Renew Early Childhood Screening Services (C7)

Ms. Zosel moved the Board approve Recommendation #11. Motion seconded by Ms. Schick. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Shawn Nilsson, Lillian Sanchez, Anna Schick, Sarah Zosel. **Motion passed.**

Recommendation #12: Approve the contract to Renew Third Party Reimbursement Services (C8)

Mr. Nilsson moved the Board approve Recommendation #12. Motion seconded by Mr. Ero. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Shawn Nilsson, Lillian Sanchez, Anna Schick, Sarah Zosel. **Motion passed.**

Recommendation #13: Approve the contract to Renew 5Essentials Survey Services (C9)

Ms. Zosel moved the Board approve Recommendation #13. Motion seconded by Ms. Elenz. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Shawn Nilsson, Lillian Sanchez, Anna Schick, Sarah Zosel. **Motion passed.**

Recommendation #14: Approve the contract to Renew Social Work Services (C10)

Ms. Zosel moved the Board approve Recommendation #14. Motion seconded by Ms. Schick. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Shawn Nilsson, Lillian Sanchez, Anna Schick, Sarah Zosel. **Motion passed.**

Recommendation #15: Approve the contract to Renew Deaf/Hard of Hearing Contract (C11)
Ms. Schick moved the Board approve Recommendation #15. Motion seconded by Ms. Elenz. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Shawn Nilsson, Lillian Sanchez, Anna Schick, Sarah Zosel. **Motion passed.**

VI. Executive Director’s Report Attachment D. May 10th, 2021

I. PERSONNEL REPORT

- A. Leaves
 - Anna Gergley’s request for Unpaid Leave.
- B. Separations
 - No new separations to report
- C. New Hires
 - For the 2021-2022 School Year:
 - Sara Michaelson will be our new Data Coach and DAC
- D. Reassignments
 - For the 2021-2022 School Year:
 - Susan Trimble will be our new 5-8 Academic Intervention Specialist
 - Kris Leverty will be our new 8th Grade Math Teacher

Recommendation #16: Accept the April 2021 Personnel Report.

Ms. Ero moved the Board approve Recommendation #16. Motion seconded by Ms. Sanchez. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Shawn Nilsson, Lillian Sanchez, Anna Schick, Sarah Zosel. **Motion passed.**

II. ACADEMIC PROGRAM

III. FINANCE

- A. Enrollment

COMMUNITY OF PEACE ACADEMY – 2020-2021
ENROLLMENT 5/3/2021

Grade	Waiting	Enrollment 20-21	Capacity	Grade
PreK	0	34	34	PreK
KNDG	0	51	75	KNDG
1	0	48	50	1
2	0	52	50	2
3	2	51	50	3
4	0	53	50	4
5	0	60	75	5
6	1	78	75	6
7	0	68	75	7

8	2	80	75	8
9	0	71	75	9
10	0	63	75	10
11	1	65	75	11
12	0	55	75	12
	6	829	909	

COMMUNITY OF PEACE ACADEMY – 2021-2022
ENROLLMENT 5/3/2021

Grade	Waiting	Enrollment 21-22	Capacity	Grade
PreK	3	37	34	PreK
KNDG	0	50	75	KNDG
1	2	55	50	1
2	0	51	50	2
3	0	71	75	3
4	5	55	50	4
5	0	64	75	5
6	0	72	75	6
7	7	82	75	7
8	0	75	75	8
9	8	84	75	9
10	0	70	75	10
11	0	64	75	11
12	1	65	75	12
	26	895	934	

B. Triple B- Bond Rating

IV. STATE REPORTING AND COMPLIANCE

A. No updates

V. AUTHORIZER

A. Today’s Spring Leaders Forum

VI. Other Business

Update on the potential settlement of the Cruz-Guzman Lawsuit.

***End of Executive Director’s Report

VII. Community of Peace and English Language Development

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

Ms. Gretchen Polkinghorne gave an overview of CPA’s ELD curriculum, challenges, and plans.

VIII. ED Search and Hiring Process Recommendation

Recommendation #17: Appoint Mr. Tim McGowan to be the Interim Executive Director for the 2021-2022 school year.

Mr. Ero moved the Board approve Recommendation #17. Motion seconded by Ms. Schick. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Shawn Nilsson, Lillian Sanchez, Anna Schick, Sarah Zosel. **Motion passed.**

IX. Memorial for Jay Rusthoven

The Board plans to hold a memorial service for Jay Rusthoven in the fall of 2021 on a date to be determined.

X. High School graduation Credits for the class of 2025 (Attachment E)

Recommendation #18: Approve credit requirements as outlined in Attachment E for the class of 2025.

Ms. Elenz moved the Board approve Recommendation #18. Motion seconded by Ms. Schick. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Shawn Nilsson, Lillian Sanchez, Anna Schick, Sarah Zosel. **Motion passed.**

XI. Committee Updates (Attachments F1-F4)

Finance Committee Minutes (F1)
Schoolwide Program Oversight Committee Minutes (F2)
Facility/Health and Safety Committee Minutes (F3)
Mission and Policy Committee Minutes (F4)

Recommendation #19: Approve changes to Policy 2.2 Board Election Process (F5)

Ms. Zosel moved the Board approve Recommendation #19. Motion seconded by Ms. Schick. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Shawn Nilsson, Lillian Sanchez, Anna Schick, Sarah Zosel. **Motion passed.**

Recommendation #20: Approve changes to Policy 7.13 Fund Balance (F6)

Ms. Zosel moved the Board approve Recommendation #20. Motion seconded by Ms. Schick. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Shawn Nilsson, Lillian Sanchez, Anna Schick, Sarah Zosel. **Motion passed.**

XII. Recommendation from the Board Nominating Committee

Introduce Mr. Edmund Negron, candidate to fill the parent opening for the 2021 – 2024 term.

Recommendation #21: Nominate Maggie Elenz, Orobosa Ero, Kevin Keto, and Edmund Negron to three-year terms (2021 – 2024) on the Board of Directors.

Ms. Zosel moved the Board approve Recommendation #21. Motion seconded by Ms. Schick. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Shawn Nilsson, Lillian Sanchez, Anna Schick, Sarah Zosel. **Motion passed.**

XIII. Recommendation for Community Member of the Year

Recommendation #22: Designate the Covid-19 team as community members of the year:

Tim McGowan, Judy Thompson, Katy Sanchez, Greg Buckner, Mike Anderson, Martin Silva-Meza

Ms. Zosel moved the Board approve Recommendation #22. Motion seconded by Mr. Ero. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Shawn Nilsson, Lillian Sanchez, Anna Schick, Sarah Zosel. **Motion passed.**

XIV. Community Engagement Update

(Attachment G)

XV. 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, June 14th at 6:00 pm

Agenda Items:

- 2021-2022 Budget Approval
- Approval 2020-2021 MN State HS League Membership
- Q Comp Annual Presentation
- E-Learning Plan for 2021-2022 Strategic Plan Review
- Pledge of Allegiance Board Vote