

**Independent School District 4015
Community of Peace Academy
Board of Directors Meeting
Minutes: February 14, 2022**

Attachment A

Members Present: Maggie Elenz, Orobosa Ero, Erin Fiege, Ker Zeng Moua, Shawn Nilsson, Sarah Zosel

Members Absent: Kevin Keto, Edmund Negron, Anna Schick

Ex-Officio Members Present: Tim McGowan

Guests Present: Joe Doll, Middle School Principal; Ann Ericson, High School Principal; Sadie Fischer, Community Engagement Specialist; Molly Huml, Elementary School Principal; Bonnie Johnson, District Business Manager; Shannon Karkula, CPA Literacy Coach; Brenda Kes, CPA Financial Manager, BergenKDV.

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 in-person and online at 6:00 p.m. with a Peace Circle.

II. Acceptance of Minutes

(Board Packet Attachment A)

Recommendation #1: Approve the January 10, 2022 Meeting Minutes.

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

III. Acceptance of the Agenda

Recommendation #2: Acceptance of the Agenda.

Ms. Elenz moved the Board approve Recommendation #2. Motion seconded by Mr. Ero. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Ker Zeng Moua, Shawn Nilsson, Sarah Zosel. **Motion passed.**

IV. Facilities Update – David Wright

Recommendation #3: Accept the NAC Maintenance & Repair of Carriers 1, 2, &3 payment of \$14,150.99.

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

Recommendation #4: Approve the purchase of the Trane RTU from MSI for \$139,935.

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

V. Treasurer's Report – Shawn Nilsson, Brenda Kes & Rose Chin

(Attachment C1-C2)

Recommendation #5: Approve the December 2021 Financial Statements.

Mr. Nilsson moved the Board approve Recommendation #5. Motion seconded by Mr. Moua.

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

Recommendation #6: Approve the December 2021 Checks and Wire Payments Report.

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

VI. Executive Director’s Report February 14, 2022 (Attachment D1-D4)

I. PERSONNEL REPORT

- A. Leaves
 - There are no leaves to report
- B. Separations
 - Shaun Kersting is no longer a CPA employee as of 1/14/22
 - Mack Hastings is no longer a CPA employee as of 1/21/22
 - Elaine Harries is no longer a CPA employee as of 2/11/22
- B. New Hires
 - There are no new hires to report
- C. Reassignments
 - Meghan O’Rourke has been reassigned from her role as In-House Guest Teacher to Elementary Art Teacher.
 - Nick Anderson has been reassigned from his role as SpEd Paraprofessional to 10th Grade Science Teacher
- D. Still Hiring
 - HS Math, In-House Guest Teacher, SpEd Teacher, SpEd Paraprofessionals

Recommendation #7: Accept the February 2022 Personnel Report.

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

ACADEMIC PROGRAM

**A. Elementary School (Shannon Karkula)
Elementary Highlights and Happenings February 2022 (written February 11, 2022)**

Teaching & Learning

- **Returning to the Building After Temporary Distance Learning**
 - Many students expressed happiness to return to the building in person on January 31st.
 - Most students returned to building-wide routines very successfully. Ms. Bibishe said students didn’t even miss a step in our lunch routines in the cafeteria!
- **Character Education: Uplifting PeaceBuilders**
 - During February, we are emphasizing the 2nd element of our PeaceBuilders Pledge: Give Up Put-downs
 - A lesson from PeaceBuilders was shared that teachers can implement in their classrooms to support explicit instruction on this aspect of being a PeaceBuilder.
 - Teachers will reflect on observations about how children are giving up put-downs in PLCs over the next 4-5 weeks, and we will also share additional instructional resources from PeaceBuilders.



- **Ongoing Assessment and Performance Reporting**
 - FASTBridge winter screening for reading and math is taking place February 7-18. Following screening, teachers will review the data to derive Tier 1 instructional implications that will inform instruction.
 - These data are also used to identify students for participation Tier 2 academic interventions for Semester 2.

Building Activities and Staff Development

- **Professional Learning Community (PLC) Updates**
 - PLCs in January supported our temporary shift to distance learning. Teachers planned for the transition and then engaged in PLC virtually while away from the building.
 - February PLCs will address updated FASTBridge screening evidence as well as ongoing check-ins about students' social-emotional learning (SEL).
- **Spring Conferences**
 - Elementary spring conferences will be hosted virtually via Zoom as they were in the fall. This decision was informed by a survey of elementary teachers.
- **Principal, Molly Huml**
 - You can expect to see Molly Huml back in the building at the end of February. We are excited to have her back!
- **CPA Loves to Read Month**
 - Several staff are working on plans to coordinate activities for "CPA Loves to Read Month" in March. It is our goal to make this an annual celebration of reading and readers across all three schools.

B. Middle School (Joe Doll)

We had much improved attendance and student engagement during this round of distance learning. Now, we're settling into our second semester coursework. Our students just took their FAST assessments which will provide us data to inform instruction and necessary interventions.

Students are also studying responsible activism and learning about the history of Civil Rights and the Black Lives Matter movement during ethics.

Our fifth graders will also be working with Dancing Classrooms – a program we're excited for to help kids build community and get out of their comfort zones.

C. High School (Ann Ericson) High School Update (February, 2022)

High School students are already four weeks into Semester 2. Students made a great transition into online learning for the first two weeks of the semester and successfully navigated being back on Zoom for their classes. Our attendance was slightly lower than we had hoped, but improved during the second week through the consistent reaching out to

families by our teachers, liaisons and attendance team.

Here are some highlights since the January board meeting:

- Seniors started their last semester with a cross curricular (math, English and economics) project called *Be the Change* where they researched an issue, proposed solutions and shared their learning with the senior class. They were awesome! Thank you to Amy Okan, Kevin Keto and Anna Eilbert for facilitating this project.
- Juniors ended the first semester with the Active Citizenship Project. They researched an issue impacting our society, reached out to local and national politicians, and shared their learning with the community on the evening of January 12. They did a spectacular job! Thank you to Meghann Records for coordinating this event.
- College Knowledge Night was held in conjunction with the Active Citizenship Project presentations. Representatives from area colleges, the National Guard, TRIO and College Possible helped students and families learn about post-secondary options. Thank you to Kirstin Maslowski for coordinating this event.
- The 11th graders are beginning their chemistry class and have been spending a lot of time in the lab seeing science in action.
- The Student Council is actively working to reschedule the dance for the end of February and put together a Spirit Week to celebrate CPA pride.

Having our students back in the building again for weeks three and four has been wonderful. They came back with a lot of positive energy and excitement about being together for in-person learning. We're so happy to be in-person to learn and socialize!

D. Schoolwide

- Grade 3 Ms. Mahoney class moved to distance learning Tuesday, January 11 in response to several positive COVID cases. Students returned to in-person instruction on Monday, January 31.
- In response to a high rate of positive COVID cases, quarantines, and absences the week of January 10 CPA moved to full Distance Learning Tuesday, January 18, and returned to in-person instruction on Monday, January 31.
- Food Service was available to families during distance learning at SPPS Nutrition Services Headquarters.
- CPA continued to pay daily Transportation costs with Centerline Bus Company during distance learning.
- Lexiket translation services are being used to assist CPA with communication in languages other than what our liaisons provide.
- David Wright and Tim McGowan completed a final walkthrough of the new addition with Jason Senske on Friday, January 21. Several items remain for repair to be completed by Rochon.
- On January 25 the Tech Department received notification that CPA was awarded the full amount that was applied from the Emergency Connectivity Fund (ECF), which was \$19, 550.30
- We received not on February 9, 2022 that our PPP Loan has been forgiven.

SBA FINAL LOAN FORGIVENESS DECISION

Fully Approved

When the SBA has completed their review of your PPP loan forgiveness application and the final amounts have been determined, the results will appear here. If you have any immediate questions please contact your Lender.

Picture Retakes have been rescheduled to February 17, 2022.I

III. FINANCE

D.

COMMUNITY OF PEACE ACADEMY – 2021-2022 ENROLLMENT 2/14/2022

Grade	Waiting	Enrollment 21-22	Capacity	Grade
<u>PreK</u>	17	34	34	<u>PreK</u>
KNDG	0	55	75	KNDG
1	0	47	50	1
2	3	50	50	2
3	3	74	75	3
4	5	51	50	4
5	0	61	75	5
6	0	69	75	6
7	12	76	75	7
8	0	74	75	8
9	1	69	75	9
10	0	65	75	10
11	0	48	75	11
12	0	59	75	12
	41	832	934	

IV. STATE REPORTING AND COMPLIANCE

A. Early Childhood

V. AUTHORIZER

A. Quarter 2 Report was accepted by UST on Thursday, February 3, 2022.

B. New Program Manager and change in Liaison (*Attachment D2*)

VI. Other Business

A. 2021-2022 Revised School Calendar (*Attachment D3*)

Recommendation #8: Approve the revised 2021-2022 School Calendar to reflect the January 7, 2022 school closure for severe weather.

Ms. Zosel moved the Board approve Recommendation #8. Motion seconded by Mr. Nilsson. The

following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Ker Zeng Moua, Shawn Nilsson, Sarah Zosel. **Motion passed.**

A. New CPA Guidelines for Quarantine (*Attachment D4*)

* End of Executive Director's Report

VII. **2022/2023 School Calendar** (*Attachment E1-E2*) – *Tim McGowan*

Recommendation #9: Approve a 6 hour and 15-minute school day being reported to the state.

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

Recommendation #10: Accept the start of the CPA school year for students in grades 1-12 to begin 5 workdays before Labor Day through the 2024-2025 school year.

Ms. Fiege moved the Board approve Recommendation #10. Motion seconded by Ms. Elenz. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Ker Zeng Moua, Shawn Nilsson, Sarah Zosel. **Motion passed.**

Recommendation #11: Accept the 2022-2023 School Calendar. (*Attachment E2*)

Ms. Fiege moved the Board approve Recommendation #11. Motion seconded by Ms. Elenz. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Ker Zeng Moua, Shawn Nilsson, Sarah Zosel. **Motion passed.**

VIII. **Review Board Goals; Board Training (Cruz-Gurman case); Begin Board Annual Self-Review** –

Sarah Zosel (*Attachment F*)

IX. **Committee Updates** (*Attachments G1-G4*)

Schoolwide Oversight Committee Update

Finance Committee Update

Facility Health & Safety Committee Minutes (*Attachment G1*)

Mission and Policy Committee Minutes (*Attachments G2-G4*)

Recommendation #12: Approve updates to policy 2.5.1 (Conflict of Interest)

Ms. Zosel moved the Board approve Recommendation #12. Motion seconded by Mr. Ero. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Ker Zeng Moua, Shawn Nilsson, Sarah Zosel. **Motion passed.**

Recommendation #13: Approve updates to policy 4.7 (Maltreatment of Minors)

Ms. Zosel moved the Board approve Recommendation #13. Motion seconded by Mr. Nilsson. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Ker Zeng Moua, Shawn Nilsson, Sarah Zosel. **Motion passed.**

X. **Community Engagement Update** – *Sadie Fischer* (*Attachment H*)

Recommendation #14: Approve Marketing for Fall 2022 enrollment by February postcard mailer sent citywide at a cost of \$13,491.

Mr. Ero moved the Board approve Recommendation #14. Motion seconded by Mr. Nilsson. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Ker Zeng Moua, Shawn Nilsson, Sarah Zosel. **Motion passed.**

XI. Adjourn

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

Respectfully Submitted,

Sarah Zosel
Board Secretary

Next meeting: Monday, March 14th, 2022 at 6:00 PM
Plan to meet in person in Ms. Heimerl's classroom.

Agenda Items:

- Board Self-Review Results and Goal Update
- Planning for April 1st Memorial for Mr. Jay Rusthoven
- Establish Nominating Committee for 2022-23 Board
- Start Community Member of the Year nominations