

**Independent School District 4015
Community of Peace Academy
Board of Directors Meeting
Minutes: May 9, 2022**

Attachment A

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

Members Absent: Edmund Negron

Ex-Officio Members Present: Tim McGowan

Guests Present: Joe Doll, Middle School Principal; Ann Ericson, High School Principal; Molly Huml, Elementary School Principal; Bonnie Johnson, District Business Manager; Brenda Kes, BergenKDV; Kenan Moore, Athletic 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 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 April 11, 2022 Meeting Minutes.
Ms. Fiege 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, Anna Schick, Sarah Zosel. **Motion passed.**
- III. **Acceptance of the Agenda**
Recommendation #2: Accept the Agenda.
Mr. Moua moved the Board approve Recommendation #2. Motion seconded by Ms. Elenz. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Ker Zeng Moua, Shawn Nilsson, Anna Schick, Sarah Zosel. **Motion passed.**
- IV. **CPA Athletics Update**- *Kenan Moore*
145 students in grades 5-12 have participated in athletics. 25% paid athletic fee; Mr. Moore had other students work off payment with extra duties. Fall sports: MS and Boys soccer, Girls VB, cross country; Winter: 5-12 basketball (60 students); Spring: Girls badminton. Athletic dept. providing good nutrition. MSHSL membership is \$2100/year.
Recommendation #3: Approve 2022-2023 MN State HS League Membership
Ms. Elenz moved the Board approve Recommendation #3. Motion seconded by Mr. Ero. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Ker Zeng Moua, Shawn Nilsson, Anna Schick, Sarah Zosel. **Motion passed.**
- V. **Treasurer's Report** – *Brenda Kes*
Recommendation #4: Approve the March 2022 Financial Statements. *(Attachment B1)*
Ms. Fiege moved the Board approve Recommendation #4. Motion seconded by Ms. Schick. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Ker Zeng Moua, Shawn Nilsson, Anna Schick, Sarah Zosel. **Motion passed.**
Recommendation #5: Approve the Revised 2021-2022 Budget
Ms. Zosel moved the Board approve Recommendation #5. Motion seconded by Mr. Nilsson. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto,

Ker Zeng Moua, Shawn Nilsson, Anna Schick, Sarah Zosel. **Motion passed.**

Recommendation #6: Approve the March 2022 Supplemental Financial Report.

(Attachment B2)

Mr. Nilsson moved the Board approve Recommendation #6. Motion seconded by Mr.

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

VI. Approval of HS Credits for Class of 2026

(Attachment C)

Recommendation #7: Approve Class of 2026 Graduation Requirements

Mr. Keto moved the Board approve Recommendation #7. Motion seconded by Ms.

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

VII. Executive Director's Report

May 9, 2022

(Attachment D)

I. PERSONNEL REPORT

A. Leaves

- There are no leaves to report

B. Separations

- Mae Bolander is no longer a CPA employee as of 4/22/22

C. New Hires

- Brad Ebden was employed as a long-term substitute elementary special education teacher 4/12/22
- Sidney Carlin was employed as a middle school paraprofessional on 4/25/22 •
Amily Yang was employed as an elementary paraprofessional on 5/2/22.

D. Reassignments

- There are no reassignments to report

E. 2022-2023 Hiring Update

Recommendation #8: Accept the April 2022 Personnel Report.

Ms. Fiege 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, Anna Schick, Sarah Zosel. **Motion passed.**

II. ACADEMIC PROGRAM

A. Elementary School (Molly Huml)

Highlights and Happenings April 2022

(written May 2, 2022)

Teaching & Learning

• **Responding to Data**

- 0 Round 2 of Tier II interventions continue to be underway
 - Classwide interventions will be revisited in PLC

- **MCA's**
 - 0 Math & Reading MCAs are complete
 - Data will serve as a starting point for growth
- **FASTBridge**
 - 0 Spring Window: May 9-20

Building Activities and Staff Development

- **Professional Learning Community (PLC) Updates**
 - 0 Upcoming PLCs will focus on the areas of: SEL, Planning for end of year, Planning for next year
- **Elementary School Improvement Plan**
 - 0 Staff input will be gathered this Spring
 - Leadership Team will draft plan in June
 - Anticipating ongoing support from Regional Centers for Excellence

On the Radar

B. Hiring

- a. Open positions going into 22-23:
 - i. Kinder & 3rd ELD
 - 1. Monitoring applicants
 - ii. Kinder classroom
 - 1. Internal hire: Meaghan O'Rourke
 - iii. (2) 1st Grade Classroom
 - 1. Internal hire: Mary Clemance
 - 2. External offer
 - iv. (3) 4th Grade classroom
 - 1. Internal hire: Molly Mahoney
 - 2. External offer(s)
 - v. K-5 Art
 - 1. External offer accepted!
 - vi. PreK-4 Literacy/Instructional Coach
 - Internal hire: Erin Fiege
 - vii. (2) Academic Interventionist
 - 1. Internal interviews underway

C. Middle School (Joe Doll)

The big event of May is of course state testing. Students have done a great job and the kids have worked really hard. Fifth and eighth graders are taking all three MCAs – math, science, and ELA; sixth and seventh graders are

finishing up their math and ELA. After that, the hard work will begin to maintain and build toward next year. We've made strides with kids in terms of placing value on class time and improving the culture in the hallways.

Seventh graders will be visiting Urban Roots farm this week, which will be a really neat opportunity to explore food justice and its connection to all subject areas, as well as the community. Other grades have exciting end-of-year events planned – fifth graders will have their traditional field day at the park, 6th graders will have a celebratory hangout in the gym, and eighth graders get to visit Harriet Island in Minneapolis.

D. High School (Ann Ericson)

April and May are busy months in the High School both inside and outside the classroom. Here are some of the highlights:

- Testing was in full swing in April. Our juniors and many seniors took the ACT test on April 19. On Tuesday, April 28 our 10th graders took the MCA Reading test and our 11th graders took the MCA Math test. Later in May our 10th graders will take the MCA Science test. It's a lot of work, especially for our juniors and sophomores, but they're rising to the challenge.
- To keep the halls quiet while the ACT test was happening, the 9th, 10th and 12th graders spent the day out of the building. 9th graders joined the TRIO leaders on a field trip to the Science Museum, 10th graders bonded on challenge activities at Camp Ihduhapi and the 12th graders had an e-learning day.
- Our seniors have been working hard on their Legacy Projects. Seniors spend time in their Ethics classes planning an event or service project to give back to their school community. So far we have had a volleyball tournament, a badminton tournament, a grade-level game of sardines(?!), Student-led grade level circles, and our first student-led pep fest ever! The events have been a huge success and have added to the wonderful feeling of community we've been building all year.
- The drama class is hard at work preparing for performances of Shrek the Musical. They will perform during the school day on May 12 and 13 and at 6:00 p.m. on May 12 in the RGA. There is so much energy going into this performance. It's going to be awesome!
- On May 2nd we celebrated National Decision Day with all our seniors to honor the choices they are making for their next steps after HS. Some are heading to four-year colleges, some two-year colleges, some trade schools, some to the military and some are committing to new jobs.
- Seniors are looking forward to Prom on May 6, Valleyfair on May 27 and of course graduation on June 1. There is a lot to look forward to.

- The week of May 2-6 is Teacher Appreciation Week and we are celebrating all the hard work and dedication and love our teachers give each and every day.

This has been a great month to look back at how much our students have grown this year. We faced many challenges coming back from distance learning, but we are starting to see the rewards of all our consistent work and support. Students are learning and building community and making a difference every day!

D. Schoolwide

- Every Meal - First distribution 4/22/22
- St. Paul Food & Nutrition Services notified us on 04/11/22 that they will not be renewing our contract for the 2022-2023 school year. Cara Quinn has been contracted to assist in the application process through MDE in order for us to begin taking bids for foodservice providers.
- In the midst of the hiring season. A number of in-house reassignments along with new hires at various grade levels. A full report will be provided to the Board in August.
- 2022-2023 Leadership hires have been made for next year:
 - Sylvester Jason Carver, High School Principal
 - Bryan Farkas, Special Education Coordinator
- Brenda Kes and I met with S&P Global on 4/22/2022. We answered questions pertaining to school enrollment, governance, and financing.
- This past month a 10th Grade Student lost their battle with cancer and passed away. Several staff attended the funeral on behalf of the school. I would like to order a dove to be placed on the memorial wall of the green roof, as well as a dove to be given to her family. An honorary high school diploma will be presented to the family from CPA.
- Staff Appreciation Week was this past week. Special thanks to Katy Sanchez for all her work with the daily appreciations for staff.
- Coordinating with JB Vang for oversight of contracts and services.
- Charter school day @ the Saints, Sunday, June 12th

(Attachment C2)

III. FINANCE

Current Enrollment

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

Grade	Waiting	Enrollment 21-22	Capacity	Grade
PreK	18	34	34	PreK
KNDG	0	53	75	KNDG
1	1	49	50	1
2	1	48	50	2
3	2	72	75	3
4	3	49	50	4
5	0	60	75	5
6	0	67	75	6
7	12	76	75	7
8	0	72	75	8
9	1	65	75	9
10	0	59	75	10
11	0	48	75	11
12	0	58	75	12
	38	810	934	

COMMUNITY OF PEACE ACADEMY – 2022-2023 ENROLLMENT 5/5/2022

Grade	Waiting	Enrollment 22-23	Capacity	Grade
PreK	25	36	34	PreK
KNDG	1	69	75	KNDG
1	2	55	50	1
2	1	53	50	2
3	4	54	50	3
4	0	77	75	4
5	0	56	75	5
6	0	75	75	6
7	0	74	75	7
8	15	83	75	8
9	3	82	75	9
10	0	74	75	10
11	0	63	75	11
12	0	52	75	12
	51	903	934	

IV. STATE REPORTING AND COMPLIANCE

V. AUTHORIZER

- A. UST conducted their Spring Site Visit Wednesday, April 27 from 8:30am-11:30am. Terry Moffatt visited four classrooms and met with Administration.

VI. Other Business

Other Business

*End of Executive Director’s Report

- VIII. **Approval of Contracts and Purchases** (Attachments E1-E9)
Attachments E1-E6 are contracts for SPED services for specific populations. Attachment E7 is to pay the St. Thomas Authorizer Fee., E8 is for math curriculum purchases for the 2022-2023 school year, and E9 is the MN Association of Charter Schools membership fee.

Recommendation #9: Approve the Contracts and Purchases for May 2022.

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

- IX. **Recommendations from the Board Nominating Committee**

Mr. Keto reported that the committee is still in the process of contacting teachers and parents to fill one teacher and one parent opening on the Board.

- X. **Committee Updates** (Attachments G1-G5)

Finance Committee Minutes

(Attachment G1-G2)

Recommendation #10: Approve the updated Sick Leave Policy for the 2022=2023 school year. (G3)

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

Schoolwide Oversight Committee Update

Facility/Health and Safety Committee Minutes (G4)

Mission and Policy Committee Minutes (G5)

- XI. **Community Engagement Update** (Attachment H)

- XII. **Recommendations for Community Member of the Year**

Staff was asked to submit nominations for Community Member of the Year. Ms. Ann Ericson received the most nominations and will be announced at the Annual Meeting on May 26th.

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, June 13th, 2022 at 6:00 PM
Plan to meet in person.

Agenda Items:

- Approval of 2022-23 Budget
- Q-Comp Annual Presentation
- E-Learning Plan for 2022-2023
- Strategic Plan Review
- Annual Policy Review (Pledge of Allegiance, Harassment, Hazing, Bullying, etc.)