

**Independent School District 4015
Community of Peace Academy
Board of Directors Meeting
Minutes: June 13, 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; Molly Huml, Elementary School Principal; Bonnie Johnson, District Business Manager; Brenda Kes, BergenKDV; Paul Schettner, Technology Department 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 May 9, 2022 Meeting Minutes.
Mr. Moua 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. Nilsson 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. **Technology Department update – Paul Schettner** (Attachments B1-B2)
\$84,000 secured in a grant. We will need to order another classroom of chrome books for the fourth grade. Very good deal on a new contract for copiers. Also, we will have a new contract with Comcast which should make the Internet faster and cheaper. The Tech department is using old and damaged computers for parts for repairs.
Recommendation #3: Approve review and revision of Board policies 5.8.2 and 5.8.3.
Ms. Fiege moved the Board approve Recommendation #3. 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.**
- V. **Approval of Contracts and Purchases** (Attachments C1-C2)
Recommendation #4: Approve updated contract renewal for copiers and contract for services for the school psychologist. **Mr. Keto moved the Board approve Recommendation #4. 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.**

- VI. **Treasurer's Report** – Brenda Kes (Attachments D1-D3)
Recommendation #5: Approve the April 2022 Financial Statements. (D2)
Mr. Ero 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 April 2022 Supplemental Financial Statements. (D3)
Ms. Elenz 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.**
Recommendation #7: Approve the 2022-2023 Proposed Budget (D1)
Ms. Fiege moved the Board approve Recommendation #7. Motion seconded by Mr. Keto. 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** June 13, 2022 (Attachment E1-E2)

I. **PERSONNEL REPORT**

- A. Leaves
- There are no leaves to report
- B. Separations
- David Wright is no longer a CPA employee as of 4/28/22
- C. New Hires
- Jieun Becker Ki was employed as a high school paraprofessional on 5/9/22.
- D. Reassignments
- There are no reassignments to report
- E. 2022-2023 Hiring Update

Recommendation #8: Accept the June 2022 Personnel Report.

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

II. **ACADEMIC PROGRAM**

A. Elementary School (Molly Huml)

We ended the 21/22 school year with so many memorable events. It was wonderful to see our students celebrate milestones and be together in community again at the end of the year. Here are a few highlights:

- Our PreK and Kindergarten students had their Moving On Ceremonies to wrap up their year. Families gathered in the MPR and RGA and we all enjoyed celebrating our youngest learners.
- We held our first (annual?) PeaceBuilder of the Year Ceremony. We invited parents and mentors of this year's PeaceBuilders and they joined us for donuts, juice and awards. It was a really special event!
- Field Day returned! On the last day of school, students in Grades 1-4 participated in Field Day. Some of our staff who didn't have students the last week organized this event and I heard from many staff that it was the best Field Day yet! The kids had a blast!

Looking ahead:

- We have been conducting interviews to fill vacant positions and are excited to welcome new faces into the school in August. We still have many openings, so please send any interested applicants our way! Our community is our best recruit system.
- We gathered input and reflections from staff towards the end of the year to inform planning for next year. This week, the Leadership Team has been meeting to set our vision and goals for next year based on the input. We are excited to build (or rebuild) a Culture of Learning next year!
- We met with Sarah Ziegler, our advocate from the Regional Centers for Excellence, who we have worked with the last 4 years and anticipate continuing to work with. Sarah will be helping us craft and implement our School Improvement Plan for 22-23.

B. Middle School (Joe Doll)

Middle school wrapped up well! We sent the 8th graders off with a beautiful ceremony that was well-attended by families. The rest of the grades celebrated in a variety of ways, and while it's always tough to say goodbye, we're so excited about what's on the horizon for the middle school. We're expecting to bring back every one of our content teachers and behavior support team. During the summer we'll be looking at ways to improve school culture and academic outcomes for kids so we can hit the ground running in August.

C. High School (Ann Ericson)

We ended the 21/22 school year with so many traditional events. It was wonderful to see our HS students celebrate milestones and be together in community again at the end of the year. Here are a few highlights:

- Graduation was a highlight of the last month of school. 58 students walked across the stage on June 1st to a gym full of family, friends and CPA staff. The students were so proud and so happy to be all together to celebrate this milestone in person. Thank you to Katy Sanchez for all her work planning this event.

- May 6 was our Junior-Senior Prom. Over 70 students dressed up and gathered at the Croatian and Serbian Hall for the evening for food and dancing. Thank you to Xiong Lor for leading the planning committee. Special thanks to board members Ker Zeng Moua and Kevin Keto for chaperoning.
- May 12 and 13 was the performance of Shrek the Musical. We had a full gym for the daytime performances and over 150 people came for the evening performance. Thank you to Emily Najjar-Field and Sadie Fischer for their work in directing the play.
- June 3 marked the last day for 9th through 11th graders. The last days were full of final projects, exams, and a chance to celebrate accomplishments and awards from the 21/22 school year.
- We have been conducting interviews to fill vacant positions and are excited to welcome new faces into the school in August. There are a few positions left to fill but we are confident that we will find the right candidates.
- Staff is looking forward to planning for the next school year as well as relaxing and refreshing over the summer. The HS Task Force is meeting throughout the summer to help plan opening days in August and to focus on creating the culture we want to see for the start of the 22/23 school year.

D. Schoolwide

- Contracted with SPPD for officer on site for HS Graduation
- Contract with JB Vang

Recommendation #9: Approve the contract for service with JB Vang for FY23-FY25. (E2)

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.**

- August 5, 2022 scheduled for RTU to be installed - there will be a street closing
- Rose's email: Capitol Threshold Policy
- Martin Silva maintenance supervisor role
- Transportation via Centerline
- Food Service Update
 - Green light to be our own vendor
 - Pre-Proposal Meeting delayed
 - CPA employee needs to manage Federal Applications
- Peace Guide Services Grant for Elementary & Middle Schools:
<https://www.peacemakermn.org/peace-guide-services>
- **ELD Summer Foundations, 2022:**
Dates: June 14-30 and July 12-28
Tuesday - Thursday
Time: 8:30am-11:30a

III. FINANCE

2022-2023 Enrollment

COMMUNITY OF PEACE ACADEMY – 2022-2023		ENROLLMENT 6/10/2022		
Grade	Waiting	Enrollment 22-23	Capacity	Grade
PreK	33	37	34	PreK
KNDG	0	70	75	KNDG
1	4	54	50	1
2	4	54	50	2
3	2	54	50	3
4	2	75	75	4
5	0	57	75	5
6	0	74	75	6
7	0	79	75	7
8	19	84	75	8
9	3	83	75	9
10	0	76	75	10
11	0	63	75	11
12	0	51	75	12
	67	911	934	

IV. STATE REPORTING AND COMPLIANCE

V. AUTHORIZER

VI. Other Business

*End of Executive Director's Report

- VIII. **Designation of the Identified Official with Authority (IOwA) for 2022-2023.** (F)
Recommendation #11: Approve Tim McGowan as the Identified Official with Authority (IOwA) for 2022-2023.
Mr. Ero moved the Board approve Recommendation #11. 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.**
- IX. **Review and Approve the Performance Evaluation System for 2022-2023.** (G)
Recommendation #12: Approve the staff Performance Evaluation System for 2022-2023.
Mr. Keto moved the Board approve Recommendation #12. 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.**
- X. **Approve CPA's E-Learning Plan** (Attachment H)
Recommendation #13: Approve CPA's E-Learning Plan.
Ms. Fiege moved the Board approve Recommendation #13. 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.**
- XI. **Discussion of Pledge of Allegiance Policy** (Attachment I)
Recommendation #14: Re-approve the current policy on the Pledge of Allegiance.
Ms. Schick moved the Board approve Recommendation #14. Motion seconded by Mr. Keto. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Ker Zeng Moua, Shawn Nilsson, Anna Schick, Sarah Zosel. **Motion passed.**
- XII. **Committee Updates** (Attachments J1-J5)
Finance Committee Minutes (Attachment J1-J2)
Recommendation #15: Approve the Paraprofessional Placement Schedule for FY23-FY25.
Ms. Elenz moved the Board approve Recommendation #15. Motion seconded by Ms. Fiege. The following voted in favor: Maggie Elenz, Orobosa Ero, Erin Fiege, Kevin Keto, Ker Zeng Moua, Shawn Nilsson, Anna Schick, Sarah Zosel. **Motion passed.**
Facility/Health and Safety Committee Minutes (J3)
Mission and Policy Committee Minutes (J4-J5)
Recommendation #16: Approve the Prohibition against harassment and violence Policy No. 2.5.2.
Ms. Zosel moved the Board approve Recommendation #16. 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 #17: Re-approve the Fund Balance Policy No. 7.13.
Recommendation #17 was tabled in order to confer with Brenda Kes at BergenKDV.
- XIII. **Community Engagement Update** (Attachment K)

Adjourn

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

Respectfully Submitted,

Sarah Zosel
Board Secretary

Next meeting: Monday, August 8, 2022 at 6:00 PM
Plan to meet in person.

Agenda Items:

- Board members elected at Annual Meeting and Board Officer Elections
- Approve the 2022-23 Family handbook, Staff handbook, Home/School compact, and Family Involvement Plan.
- Results of Family Survey
- Review CPA's Safe Return to School Plan