

COMMUNITY OF PEACE ACADEMY
Board Minutes: December 12th, 2022

Members Present: Kevin Keto, Sarah Zosel, Shawn Nilsson, Orobosa Ero, Megan Cina-Bernard, Anna Schick, Ker Zeng Moua

Members Absent: Maggie Elenz

Ex-Officio Members Present: Tim McGowan, Executive Director

Guests Present: Erin Fiege, Teacher; Brenda Kes, Bergen KDV; Jason Carver, High School Principal; Bryan Farkas, Special Education Coordinator; Molly Huml, Elementary School Principal; Joe Doll, Middle School Principal; Bonnie Johnson, District Business Manager and Food Services Coordinator; Shina Moua, Student Council President

Peace Circle.

- Currently seeking Parent Board Members! Who can we call on?
- Thinking about teacher retention... members are asked to bring ideas to the next Board Meeting

Recommendation #1: Acceptance of the Minutes: November 14th, 2022. (Attachment A)

- **Recommended:** Shawn Nilsson
- **Second:** Orobosa Ero
- **Voting in Favor:** Kevin Keto, Sarah Zosel, Shawn Nilsson, Orobosa Ero, Anna Schick, Ker Zeng Moua
- **Abstain:** Megan Cina-Bernard (Secretary)

Recommendation #2: Acceptance of the Agenda

- **Recommended:** Kevin Keto
- **Second:** Ker Zeng Moua
- **Voting in Favor:** Kevin Keto, Sarah Zosel, Shawn Nilsson, Orobosa Ero, Megan Cina-Bernard, Anna Schick, Ker Zeng Moua

Community Comments

- None this time. As a reminder, we will devote 5 minutes to community comments. Each speaker will have 1 minute to speak with the Board.

Treasurer's Report

October 2022 Financial Report - **(Attachment B1)** *Brenda Kes*

October 2022 Supplemental Report - **(Attachment B2)** *Shawn Nilsson*

Recommendation #3: Approve the October 2022 Financial Report.

- **Recommended:** Shawn Nilsson
- **Second:** Anna Schick
- **Voting in Favor:** Kevin Keto, Sarah Zosel, Shawn Nilsson, Orobosa Ero, Megan Cina-Bernard, Anna Schick, Ker Zeng Moua

Recommendation #4: Approve the October 2022 Checks and Wire Payments Report.

- **Recommended:** Orobosa Ero
- **Second:** Megan Cina-Bernard
- **Voting in Favor:** Kevin Keto, Sarah Zosel, Shawn Nilsson, Orobosa Ero, Megan Cina-Bernard, Anna Schick, Ker Zeng Moua

Executive Director's Report (Attachment C)

I. PERSONNEL REPORT

A. Leaves

- Maggie Elenz, K-4 Academic Interventionist, December 12, 2022 through April 28, 2023

B. Separations

- There are no separations to report.

C. New Hires

- We have hired Jenifer Drier as a Special Education Paraprofessional on 11/21/22.

D. Reassignments

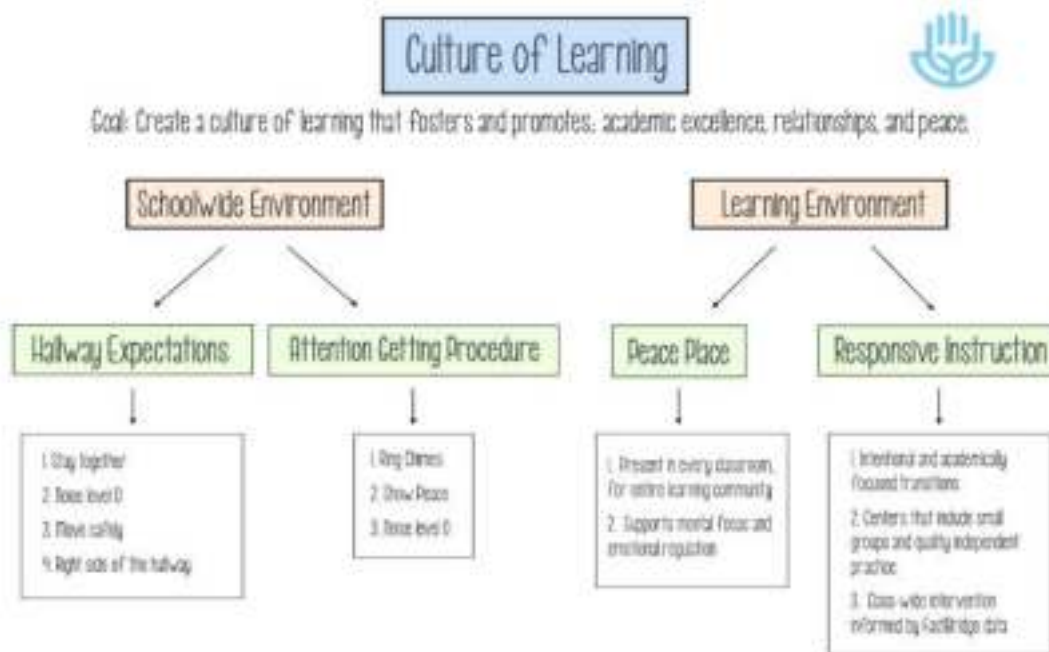
- There are no reassignments to report

Recommendation: Accept the December 2022 Personnel Report.

II. ACADEMIC PROGRAM

A. Elementary (Molly Huml):

Elementary Highlights and Happenings December 2022



Fun Things:

- 4th Graders went to the Bakken Museum last week
- Kindergarten went to the Sidekick Theater today
- 3rd Grade will go to the Science Museum in January
- Student Movie time next week: fun for students, a token of appreciation for teachers

Teaching & Learning

- **FASTBridge**
 - Winter testing begins at the end of January

- **Interventions**

- 5 weeks left of our classwide interventions before winter testing
- Nico Z will be covering intervention groups during Maggie's leave ●

- **Coaching**

- Continuing to support new teachers in their development

- **Staff Development**

- **Recent PLCs & PD Plans**

- Supporting our ELD students
- Guest Teacher Plans
- Teaching for Black Lives Matter
- Teacher Voice & Word Choice

- **Upcoming PLCs**

- Guided Math
- Revisiting the First 6 Weeks: Routines and Procedures

- **B. Middle School (Joe Doll):**

Now that we've built relationships with our kids and have a firm understanding of where each one is, we're working on maximizing our opportunities for tier 2 interventions. Ms. Trimble's combination of push-in and pull-out is showing positive results with our math instruction and we are optimistic that we will continue the positive trend of growing math achievement on the MCA. Aaron Tepp is supporting our reading teachers in the implementation of a number of reading interventions and supporting teachers in effective progress monitoring which we are very excited about. We are also further developing and streamlining the process for referring students for additional interventions, particularly students who are new to CPA.

A highlight of the month was shared ethics classes between the high school and middle school. I was fortunate to sit in on a circle just this week in which the seniors (my first class of 8th graders at CPA) were facilitating a team-building activity with our current 6th graders. It was neat to see how much the seniors have grown, and how eager our younger students were to participate with them.

- **C. Schoolwide:**

- On November 15 a scrubbing machine from BRC, our evening maintenance provider, malfunctioned, which resulted in smoke billowing through the 7th/8th Grade Hallway . This triggered our fire alarm and the Fire Department was dispatched. Our new monitoring system worked extremely well, in which notifications were sent to me, Blai Vang and Martin Meza-Silva via text message. Blai Vang responded to a direct call at 9:30 pm as the 1st point of contact and the Fire Department was dispatched. I was able to receive updates via a link within the original text message up to the point that the alarm system was shut off. Blai followed up with me that night informing me of the equipment malfunction and steps being taken to clear the area of smoke before resetting the alarm system.
- On Friday, November 25th Boiler 1 shut down (Boiler 2 was already down and scheduled for repair). Blai Vang responded and contacted NAC for emergency repair.
- The 15 cafeteria tables that were approved and ordered in August were delivered on

Tuesday, November 29.

- Comcast was onsite Tuesday, November 29th to install new phone connections to the elevators.
- Staff Winter Party will be held Thursday, December 15 from 3-4pm. Appetizers will be served in the School's Cafeteria accompanied by music and an activity in the MPR for staff to participate in.
- Board Winter Party Message via Google.
- A Winter Music & Arts Concert will be held from 6-7pm Thursday, December 15. Students in Kindergarten through 2nd Grade will sing several songs followed by the MS and HS Choirs. Various art displays will also be on display at the concert.
- We were notified on November 16 from the MDE applications team that our sponsor and site applications have been approved in CLICS and we are now submitting claims for reimbursement.

III. FINANCE

COMMUNITY OF PEACE ACADEMY – 2022-2023 ENROLLMENT 12/9/2022				
Grade	Waiting	Enrollment 22-23	Capacity	Grade
PreK	45	34	34	PreK
KNDG	0	59	75	KNDG
1	10	53	50	1
2	4	50	50	2
3	3	52	50	3
4	4	74	75	4
5	0	56	75	5
6	0	74	75	6
7	8	72	75	7
8	31	77	75	8
9	8	66	75	9
10	6	63	75	10
11	1	57	75	11
12	0	56	75	12
	120	843	934	

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IV. STATE REPORTING AND COMPLIANCE

- A. The World's Best Workforce Report will be submitted 12/13/22 after acceptance by the Schoolwide Oversight Task Force. Under Minnesota Statutes, section 120B.11, school districts are to develop a World's Best Workforce (WBWF) Annual Report and report summary for each school year. The WBWF Annual Report is part of the Annual Charter

School Report, which is published by October 1st of each year. The summary report is due to the Minnesota Department of Education by December 15th of each year. The summary report documents the WBWF student achievement goals established the prior school year, the strategies and initiatives that the district engaged in to meet the goals, and the subsequent progress made on those goals by the end of the school year.

V. AUTHORIZER

VI. Other Business

- A. St. Paul Schools will be dedicating \$300,000 towards enrollment advertising. Normally they spend just over \$50,000. They hosted a School Fair on December 10, 2022. *See our marketing approach/response in the Community Engagement Specialist's report.*
- B. Discussions have begun around hosting an Open House in collaboration with the High School's College Knowledge Night on January 18. More information will be provided in next month's report.

Recommendation #5: Accept the December 2022 Personnel Report.

- **Recommended:** Kevin Keto
- **Second:** Shawn Nilsson
- **Voting in Favor:** Kevin Keto, Sarah Zosel, Shawn Nilsson, Orobosa Ero, Megan Cina-Bernard, Anna Schick, Ker Zeng Moua

Recommendation #6: Accept Purchase Order for Mailers

- **Recommended:** Shawn Nilsson
- **Second:** Orobosa Ero
- **Voting in Favor:** Kevin Keto, Sarah Zosel, Shawn Nilsson, Orobosa Ero, Megan Cina-Bernard, Anna Schick, Ker Zeng Moua

High School Director's Update, Jason Carver

- Focus on relationships this year
 - Virtual Home Visits and Fall Conferences both had a turn out of 66% (virtual and in-person). This is lower than what we are accustomed to seeing.
 - Would like to see us return to in-person if that's possible. That may improve turn-out, especially for home visits.
 - Courageous Conversations are in the works for PLCs in order to better support our community.
 - Community Relationships
 - Allina Health– helping students understand the effects of their health choices
 - Subway– Used this connection to cater Student Council's Fall Festival
- Academic Excellence
 - Focusing on building skills in academic language.
 - Putting more emphasis on direct reading and comprehension instruction.
- Focusing and refocusing on peace
 - Restorative practices (circles, mediation, other resources)
 - Lots of challenges have come out of COVID, including student acclimation/reacclimation to school. Working on developing and maintaining the culture that has been cultivated at CPA.

- Lots happening in the High School!
 - Extracurriculars– Basketball, Cheer, Dungeons & Dragons, Student Council, etc.
 - Events, Field Trips– Camp Ihduhapi, Camp St. Croix + Vision Quest, Fall Festival Dance, TRIO College Visits, etc.

Committee Updates

- *Finance Committee Minutes (Attachment D)*
 - Will meet at the end of January (see Brenda's Report)
- *Facility/Health and Safety Committee Update*
 - Will meet at the end of January (see Director's Report)
- *Mission and Policy Committee Update*
 - Last scheduled meeting was scheduled for an Early Release Day, so is rescheduled for later next month

Board Training, Sarah Zosel

- FERPA/FOIA

Community Engagement Update (Attachment E)

Recommendation #7: Adjourn

- **Recommended:** Anna Schick
- **Second:** Orobosa Ero
- **Voting in Favor:** Kevin Keto, Sarah Zosel, Shawn Nilsson, Orobosa Ero, Megan Cina-Bernard, Anna Schick, Ker Zeng Moua

Next Meeting: Monday, January 9th at 6:00 p.m.

- Update on Board Goals
- Annual Report
- UST Quarter 2 Report
- Strategic Plan Update
- Special Education Update