

COMMUNITY OF PEACE ACADEMY
Board Minutes: January 9th, 2023

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

Members Absent: Maggie Elenz, Shawn Nilsson

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; Shina Moua, Student Council President; La Xiong, Student Council Vice President

Peace Circle.

Recommendation #1: Acceptance of the Agenda

- **Recommended:** Orobosa Ero
- **Second:** Ker Zeng Moua
- **Voting in Favor:** Kevin Keto, Sarah Zosel, Orobosa Ero, Megan Cina-Bernard, Anna Schick, Ker Zeng Moua, Daysi Rivas
- **Abstain:** N/A

Recommendation #2: Acceptance of the Minutes: December 12th, 2022 (Attachment A)

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

Community Comments

Fiscal Year 2022 Audit Update, Brenda Kes (Attachment B)

Executive Director's Report - Tim McGowan (Attachment C)

Executive Director's Report Attachment C January 9th, 2023

I. PERSONNEL REPORT

A. Leaves

- There are no leaves to report

B. Separations

- Moises Meza is no longer a CPA employee as of 12/25/22

C. New Hires

- We have hired Britta Carroll as a MS Special Education Teacher on 1/3/23.

D. Reassignments

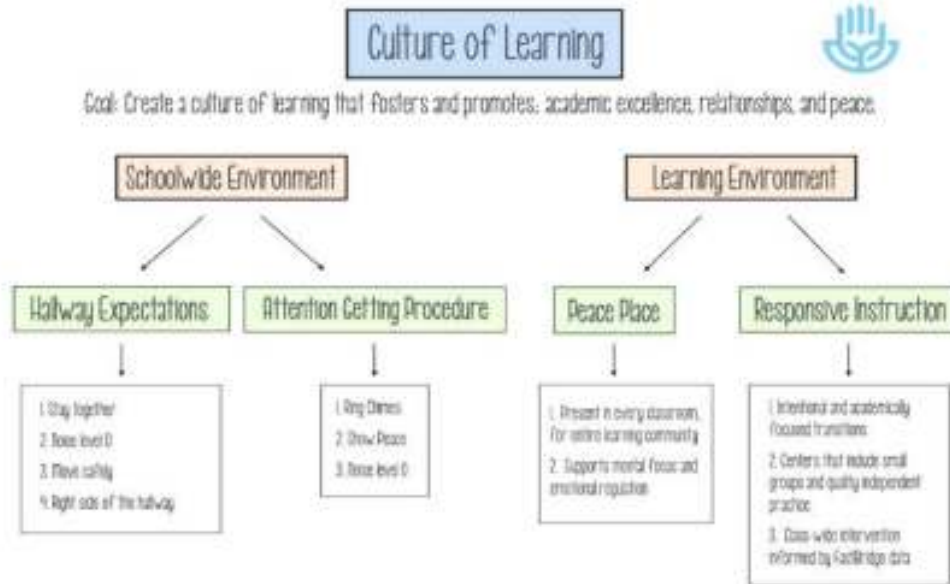
- There are no reassignments to report

Recommendation: Accept the January 2023 Personnel Report.

II. ACADEMIC PROGRAM

A. Elementary School (Molly Huml)

Elementary Highlights and Happenings January 2023



Fun Things:

- 3rd grade will go to the Science Museum this month

Teaching & Learning

- **FASTBridge**
 - Winter testing begins at the end of January
- **Interventions**
 - 3 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

- **Upcoming PLCs**
 - a. Guided Math
 - b. Revisiting the First 6 Weeks: Routines and Procedures

B. Middle School (Joe Doll)

1. We're developing a system in which students share grades with their families more frequently. We believe this system, as opposed to waiting for events like conferences and/or report cards, will support students in growing a sense of ownership and direction over their academic performance, as well as engage families earlier and more frequently if additional conversations or interventions

are needed.

2. We're taking a page out of the elementary school's playbook and hoping to celebrate students who achieve outstanding grades for semester 1. Students will have names posted in the hallway and families will be invited to have breakfast with their students early in quarter 3.
3. Heart of Dance will work with the 5th Grade during Music Classes beginning January 24 through the end of February (10 sessions per section). Once again this was paid out of the FY21 budget, thus no additional cost is incurred by CPA.

Mostly, we're just happy to see the kids again and continue to build on the positive momentum from 2022.

C. High School (Jason Carver)

We are nearing the end of the first semester of the 22/23 school year. Next week students will take final exams or complete final projects to close out a semester of learning. On January 24th, new classes will begin with students continuing in their math, English and Ethics classes, swapping their science and social studies classes and beginning new electives.

Here are some highlights of past events and upcoming events:

- December 9th, the HS Academy Choir performed at the Holidazzle in Loring Park in Minneapolis. Thank you to Ms. Emily Najjar-Field for making this happen.
- January 6, School Messenger was sent out to HS Students & Parents reminding them that there are only 9 school days left in the Semester and to ensure that they are on top of all coursework to ensure credit is earned for Semester 1.
- January 18, from 5-7 pm, is our annual Active Citizenship and College Knowledge Night. Juniors will share their studies about an issue impacting our society and all who attend will have a chance to learn about different aspects of post-secondary learning.
- Teachers and students seem to be excited, coming back to school from break and getting re-focused to finish the semester strong.

D. Schoolwide:

- As a result of inclement weather on Thursday, December 15 & 16 students were dismissed from school at 1:45pm to afford extra travel time for difficult driving conditions.
- The Staff Winter Party on Thursday, December 15 was modified to a "Grab 'n Go". Staff were invited to the MPR to grab a plate of appetizers, as well as a staff gift before heading home. Many staff chose to stay around and socialize for a substantial amount of time before heading home. It was wonderful to see their enjoyment in having

the time to spend with one another.

- After consultation with Centerline Bus Company, area Executive Directors, and our Administrative Team, school was canceled due to hazardous road conditions Tuesday, January 3 - Thursday, January 5, 2023.
- **Recommendation: Approve the Revised 2022-2023 School Calendar (Attachment C1)**

III. FINANCE

D. Enrollment

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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	56	75	11
12	0	55	75	12
	120	841	934	

IV. STATE REPORTING AND COMPLIANCE

A. No report this month

V. AUTHORIZER

A. The following communications were sent out from UST regarding School Reporting and Renewal Process:

1. Molly McGraw-Healy 12/12/22:

*I hope this email finds you doing well! I am reaching out to let you know that, after discussion with our team, we have determined that renewing schools in good standing do not need to submit their usual Quarterly Reports for quarter 2 and quarter 3. If you are receiving this email, your school is in good standing (i.e.: not on any level of intervention status). The rationale for forgoing these reports is that the vast majority of the information in those documents has already been captured for the year during the creation of the draft renewal evaluations and thus would be for informational purposes only. We appreciate the extra effort the renewal year requires of leaders in the form of the renewal evaluation and contract negotiation meetings, and thus thought it would be nice to try to streamline reporting. Please note that we will still need schools to submit their completed audits by the 12/31 deadline as this is a key piece of information and a statutory requirement. Normal quarterly reports will be expected to resume with the final report of the year (quarter 4) due July 14, 2023, and then continue going forward. **Please do not hesitate to reach out if you have any questions. We appreciate you all and wish you a wonderful and restful winter break and holiday season!***

2. Terry Moffatt 12/16/22 :

*I hope this email finds you doing well! As you know, during the renewal year the draft evaluation is prepared earlier than usual so that you may provide your review and comment as a part of your renewal application. Please note that while scores for all years of the contract are included, the comment period is only open for SY2023 as the review and comment process happens annually. Instructions for completing the renewal application are provided in the Program Manual (attached for easy reference) beginning on page 89. Please do not hesitate to reach out if you have any questions at all! The renewal application (which includes your review/comment on the draft evaluation) is **due back on or before February 3, 2023.***

VI. Other Business

Recommendation #3: Accept the January 2023 Personnel Report.

- **Recommended:** Anna Schick
- **Second:** Ker Zeng
- **Voting in Favor:** Kevin Keto, Sarah Zosel, Orobosa Ero, Megan Cina-Bernard, Anna Schick, Ker Zeng Moua, Daysi Rivas
- **Abstain:** N/A

Recommendation #4: Accept the Revised 2022-2023 School Calendar (Attachment C1)

- **Recommended:** Kevin Keto
- **Second:** Orobosa Ero
- **Voting in Favor:** Kevin Keto, Sarah Zosel, Orobosa Ero, Megan Cina-Bernard, Anna Schick, Ker Zeng Moua, Daysi Rivas
- **Abstain:** N/A

Special Education Coordinator's Update, *Bryan Farkas*

- Bryan Farkas is new to CPA this year but has a wealth of experience in education from around St. Paul and other areas. We're happy to have you here!
- There have been some shifts in staff. We're looking for more support for the high school. There have been new hires all over the school, including some teachers in a virtual capacity. We're continuing to look for teachers who can provide support in person.
- Discussed evaluation progress and what our numbers look like in terms of services CPA is providing and what that means in the eyes of the department of education and our own programming.

Committee Updates

- *Finance Committee Update*
- *Schoolwide Program Oversight Committee Update*
- *Facility/Health and Safety Committee Update*
- *Mission and Policy Committee Update*

Approval of Contracts & Purchases - *Tim McGowan*

Centerline Charter Company Contract for Services (August - December 2022) **(Attachment D)** ` **Recommendation #5: Accept the Centerline Charter Company Contract for Services (August -December 2022)**

- **Recommended:** Ker Zeng Moua
- **Second:** Anna Schick
- **Voting in Favor:** Kevin Keto, Sarah Zosel, Orobosa Ero, Megan Cina-Bernard, Anna Schick, Ker Zeng Moua, Daysi Rivas
- **Abstain:** N/A

Board Strategic Planning Proposal **(Attachment E)**

- Recommendations are intentionally not included. The Board will meet at a later date (likely a Saturday morning) to carefully comb through the strategic plan and discuss it together.

Update on Board Training - *Sarah Zosel*

- If Board Members have anything they would specifically like to be trained on, talk to Sarah Zosel!
- Briefly discussed the Board's goals, particularly ideas for teacher retention. Talked about what it would take to adjust the salary schedule to include educational credits when it comes to pay and other things to be considered with changes to the salary schedule. Work is being done around staff pay, but there are a lot of moving parts to take into account and many people who need to weigh in before giving an answer of any kind.

Community Engagement Update **(Attachment F)**

Recommendation #6: Adjourn

- **Recommended:** Anna Schick
- **Second:** Orobosa Ero
- **Voting in Favor:** Kevin Keto, Sarah Zosel, Orobosa Ero, Megan Cina-Bernard, Anna Schick, Ker Zeng Moua, Daysi Rivas
- **Abstain:** N/A

Next Meeting: Monday, February 13th at 6:00 p.m.

- Update on board goals
- Fiscal Year 2022 Audit Report
- Board Self-Review
- UST Renewal Report
- Annual Report
- 2023-2024 Calendar Review