

HCPA Board of Directors Meeting MINUTES

Meeting Date: Friday October 8, 2021
Type of Meeting: Special Board Meeting
Started Time: 6:06 pm
Adjourned: 8:10 pm

Location: Hmong College Prep Academy-Board Room
Minutes: Mee Vang, Secretary
Facilitator: Christy Yongvang, Board Chair

Mission/Vision Statement: HCPA's mission is to provide the best integrated, challenging, and well-rounded educational experience to students in grades K-12.

HCPA Board Chair Christy Yongvang called the meeting to **ORDER at 6:06 pm**

Roll Call-OPEN SESSION:

YES	NO	NAMES	
x		Christy Yongvang	Board Chair
x		Maisian Schiung	Board Vice Chair
x		Fue Vue	Board Treasurer
x		Mee Vang	Board Secretary
x		Crystal Robideau	Board Member
x		Christiana Hang	Superintendent
x		Heather Ross	Bethel University/Charter Oversight Committee
x		Rick Perry	Community
x		Josh Verges	News
x		Not disclosed	n/a

Total attendees: 10

AGENDA ITEM	CONSENT APPROVAL: Board Agenda
<i>Discussion</i>	<i>Correcting typo on "financial Committee" to "FINANCE Committee"</i>
MOTION	Moved the motion to approve Friday 10/8/2021 SPECIAL BOARD AGENDA
Made by	1 st Fue Vue 2 nd Maisian Schiung
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Christy Yongvang-Yes, Maisian Schiung-Yes, Fue Vue – Yes Mee Vang -Yes, Crystal Robideau -Yes
ACTION	Motion passed

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CORRECTIVE ACTION PLAN RECOMMENDED BY BETHEL

AGENDA ITEM	HIRING CFO by Christy Yongvang/Board Chair
<i>Discussion</i>	
MOTION	Moved the motion to approve Hiring the CFO position per Bethel recommendation
Made by	1 st Crystal Robideau 2 nd Maisian Schiung
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Christy Yongvang-Yes, Maisian Schiung-Yes, Fue Vue – Yes Mee Vang -Yes, Crystal Robideau -Yes
ACTION	Motion passed

AGENDA ITEM	HIRING FINANCIAL CONSULTANT by Maisian Schiung/Vice Chair
<i>Discussion</i>	We have reached out to 5 potential consultant with 3 declined and 2 proposals. Interview will be scheduled for the following week. This Financial Consultant was to help with an independent review of HCPA finance
MOTION	Moved the motion to approve hiring a Financial Consultant position per Bethel recommendation
Made by	1 st Fue Vue 2 nd Maisian Schiung
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Christy Yongvang-Yes, Maisian Schiung-Yes, Fue Vue – Yes Mee Vang -Yes, Crystal Robideau -Yes
ACTION	Motion passed

AGENDA ITEM	ESTABLISHING A TRANSION TEAM by Christy Yongvang/Board Chair
<i>Discussion</i>	<p>*Dr. Hang and Mr. Yang will be added to the Transition Team pending approval from Bethel</p> <p>Maisian is working to identify potential members for the Transition Team to help with 4 urgent tasks.</p> <p>Bethel Corrective Action Items:</p> <ol style="list-style-type: none"> 1. Support the process of hiring an External Financial Consultant 2. Support the process of conducting a national search to hire the new HCPA CFO employee <p>HCPA Action Items</p>

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	<ol style="list-style-type: none"> 1. Support with getting a Leadership Succession Plan going for HCPA 2. Support with looking for a new Authorizer by June 2022.
MOTION	Moved the motion to approve the Transition Team to launch it's local and national search for CFO and to work on the Corrective Action Plan
Made by	1 st Maisian Schiung 2 nd Fue Vue
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Christy Yongvang-Yes, Maisian Schiung-Yes, Fue Vue – Yes Mee Vang -Yes, Crystal Robideau -Yes
ACTION	Motion passed

AGENDA ITEM	ESTABLISHING A FINANCE COMMITTEE by Christy Yongvang/Board Chair
<i>Discussion</i>	The board will establish members of the Finance Committee. The Finance Committee is recommended by Bethel on the Corrective Action Plan. The Transition Team will overlap the Finance Committee by replacing Strategic Finance Committee that has not been active.
MOTION	Moved the motion to approve establish a Finance Committee
Made by	1 st Christy Yongvang 2 nd Mee Vang
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Christy Yongvang-Yes, Maisian Schiung-Yes, Fue Vue – Yes Mee Vang -Yes, Crystal Robideau -Yes
ACTION	Motion passed

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AGENDA ITEM	ACCEPTING CHARTERSOURCE BOARD TRAINING PLAN by Christy Yongvang/Board Chair
<i>Discussion</i>	HCPA Board needs more training how to be a better Board of Governance
MOTION	Moved the motion to accept and approve CharterSource Board Training Plan
Made by	1 st Fue Vue 2 nd Maisian Schiung
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Christy Yongvang-Yes, Maisian Schiung-Yes, Fue Vue – Yes Mee Vang -Yes, Crystal Robideau -Yes
ACTION	Motion passed

AGENDA ITEM	AMENDING THE ANNUAL DESIGNATION FORM FOR AUTHORITY by Christy Yongvang/Board Chair
<i>Discussion</i>	*The Board worked together line by line to amend the Annual Designations version 11/6/2019 Policy to balance power of authority. The form had been reviewed by school counsel with legal recommendation on items



	<p>“investment of excess funds” and “Execution and release of pledge agreements” to be removed but per Dr. Hand, they could not because these items were necessary for the school operation. The Board kept as they were. This has been approved per the changes we made today.</p> <p>*Board also need to amend the Board meeting calendar from 4pm to 5pm at the next meeting to accommodate everyone schedule.</p>
MOTION	Moved the motion to approve the Amended Annual Designations Policy per the charges in reference version 11/6/2019
Made by	1 st Fue Vue 2 nd Maisian Schiung
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Christy Yongvang-Yes, Maisian Schiung-Yes, Fue Vue – Yes Mee Vang -Yes; Crystal Robideau -Yes
ACTION	Motion passed

GOVERNANCE AND MANAGEMENT

AGENDA ITEM	HCPA BOARD OFFICERS-ROLES/DUTIES by Christy Yongvang/Board Chair
<i>Discussion</i>	All Officers were aware of their roles and duties after reviewing again HCPA Bylaws

AGENDA ITEM	BOARD EXPECTATIONS/DELEGATIONS by Christy Yongvang/Board Chair
<i>Discussion</i>	All Boards members were aware of board expectations and delegations set by the Board Chair to complete on time all the requirements on the Corrective Action Plan by working as team player, making decision together, checking on time incoming emails, taking initiative and doing board homework to create a long term strategic plan for the school finance and academy success.

AGENDA ITEM	HCPA ORGANIZATION CHART OF DEPARTMENT AND SCHOOL LEADERS by Dr. Christianna Hang/Superintendend
<i>Discussion</i>	All members reviewed again with Dr. Hang HCPA’s organization chart of departments and school leaders to help Board understanding more all the different department roles and duties. Board Chair will set time with different Departments to hear concerns and suggestions how to make HCPA a better school.

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AGENDA ITEM	UPDATE ON MS BAZIS 'S INVESTIGATION by Maisian Schiung/Board Vice Chair
<i>Discussion</i>	Ms Bazis is still collecting data.

AGENDA ITEM	LEGAL COST MANAGEMENT by Fue Vue, Board Treasurer
<i>Discussion</i>	Board is aware that the school has accumulate a large amount of legal cost and will need to monitor and control

AGENDA ITEM	UPDATE ON SUPERINTENDENT REQUEST FOR LEGAL REIMBURSMET ASSOCIATED WITH INVESTIGATION AND WOODSTOCK LITIGATIONS by Fue Vue/Board Treasurer
<i>Discussion</i>	Board Chair Christy and Board Treasurer Fue had spoken with school' insurance agent that was handling school insurance policy. Waiting for more info by next board meeting to make a decision on Dr. Hang request

AGENDA ITEM	ADJOURN
MOTION	Moved the motion to adjourn the meeting
Made by	1 st Mee Vang 2 nd Maisian Schiung
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Christy Yongvang-Yes, Maisian Schiung-Yes, Fue Vue – Yes Mee Vang -Yes, Crystal Robideau -Yes
ACTION	Motion passed

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The meeting **ADJOURNED** at 8:10 p.m.