

HCPA Board of Directors Board Meeting

Meeting Date: Wednesday, October 26th, 2022

Type of Meeting: Board Meeting

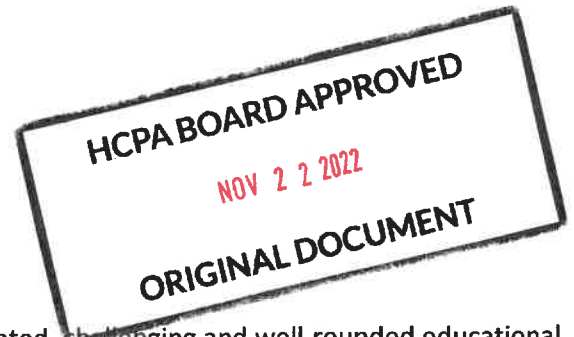
Started Time: 5:30PM

Adjourned: 7:16PM

Location: Hmong College Prep Academy Board Room

Minute Taker: Mai Zer Vang

Facilitator: Susan Vang



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

I. **Call to Order:** Susan Vang called the meeting to order at 5:30PM.

II. **Roll Call – Open Session:**

Yes	No	Name
x		Susan Vang – Board Chair
x		Dr. Aly Xiong – Board Member
x		Daniel Schmidt – Board Member
x		Brent Ness - Board Secretary
	x	Sonya Zuker - Board Vice Chair
	x	Ge Vang - Board Treasurer
x		Christine Smith - Board Member
x		Danijela Duvnjak – HCPA Chief Academic Officer
x		David Kloskin – Chief Financial Officer
x		Karen Noelle Schmidt Klinzing - CharterSource via Zoom
x		Tony Hang - HCPA Director of Operations
x		Bonnie Schwieger - Guest

OPENING ITEMS

Agenda Item:	Approve Agenda
Notes:	
Motion:	Move to approve the 10.26.22 Board Meeting Agenda



Made by:	1 st : Daniel Schmidt	2 nd : Aly Xiong
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Christine Smith, Daniel Schmidt, Brent Ness, Aly Xiong, Susan Vang	
Action:	Motion passed	

HCPA BOARD APPROVED

NOV 22 2022

ORIGINAL DOCUMENT

CONSENT AGENDA

Agenda Item:	Minutes & Contracts	
Notes:		
Motion:	Move to approve the Consent Agenda	
Made by:	1 st : Aly Xiong	2 nd : Brent Ness
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Christine Smith, Daniel Schmidt, Brent Ness, Aly Xiong, Susan Vang	
Action:	Motion passed	

CAO ACTIVITY

Agenda Item:	CAO Activity
Notes:	Board activity on HCPA's mission statement and vision.

BOARD TRAINING

Agenda Item:	Conflict of Interest & Nepotism, Conduct, and Advanced Parliamentary Procedure
Notes:	Board training for members on the topics listed above. Led by CharterSource.

GOVERNANCE COMMITTEE

Agenda Item:	Board Training: Policy Access, Organization and Revision Calendar
Notes:	The Governance Committee has access to HCPA school policies and are working on reviewing and updating policies as needed. A revision calendar of policies is also being worked on.

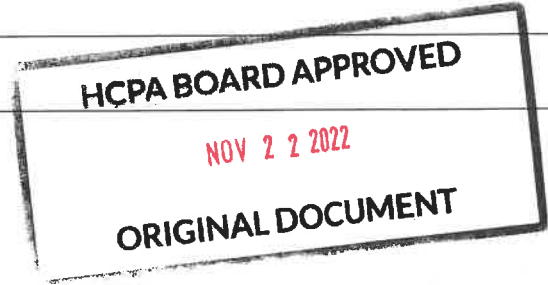
GOVERNANCE COMMITTEE

Agenda Item:	Committee Updates: Gender Inclusion
Notes:	-Looked at ideas to bring more gender inclusion to the school. -We could bring in Dr. Lor and our Karen liaisons for their thoughts and knowledge on the topic.

	<p>-The Governance Committee created a draft for a Gender Inclusion policy. The board should look over the policy and give feedback during the next board meeting.</p> <p>-Also wanted to come up with a protocol to follow if there were a situation that the CAO and CFO disagreed on a topic and how to manage it.</p>
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FINANCE COMMITTEE

Agenda Item:	Monthly Financial Review	
Notes:	<p>ADM Overview: Approved Budget: 2,350 Actual ADM: 2,401</p> <p>Key Indicator Updates: Days' Cash on Hand: 234 days (minimum is 90 days)</p> <p>Will have an updated budget for the November or December Board Meeting.</p>	
Motion:	Move to approve the Monthly Financial Review	
Made by:	1 st : Brent Ness	2 nd : Daniel Schmidt
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Christine Smith, Daniel Schmidt, Brent Ness, Aly Xiong, Susan Vang	
Action:	Motion passed	

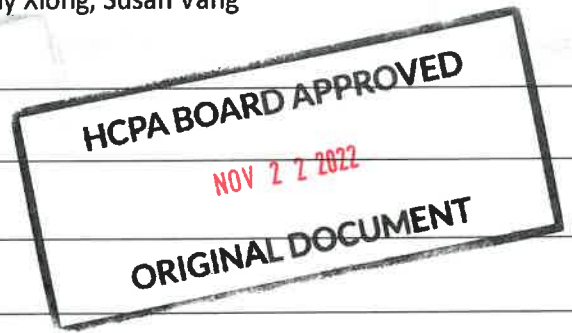

FINANCE COMMITTEE

Agenda Item:	Audit Drafts - Abdo	
Notes:	<p>Presented by Bonnie Schwieger from Abdo.</p> <p>Audit Findings Auditor's Opinion: Unmodified Opinion MN Legal Compliance: No instances of Noncompliance Single Audit Report: Unmodified Opinion</p>	
Motion:	Move to approve the Audit Drafts - Abdo	
Made by:	1 st : Daniel Schmidt	2 nd : Brent Ness
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Christine Smith, Daniel Schmidt, Brent Ness, Aly Xiong, Susan Vang	
Action:	Motion passed	



NEW BUSINESS

Agenda Item:	Authorization to Disclose Personal Information Form	
Notes:	Did not originally have a disclosure form so a form was created for staff members to opt out.	
Motion:	Move to approve the Authorization to Disclose Personal Information Form	
Made by:	1 st : Daniel Schmidt	2 nd : Brent Ness
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Christine Smith, Daniel Schmidt, Brent Ness, Aly Xiong, Susan Vang	
Action:	Motion passed	



SCHOOL ADMINISTRATION

Agenda Item:	Academic Report	
Notes:	<p>Presented by Tony Hang:</p> <ul style="list-style-type: none"> - Successful Parent-Teacher Conferences. Secondary teachers were set up in the gyms which allowed for parents to meet with multiple teachers. - Schoolwide teacher/staff PD training (RULER) - Hired two new full time nurses (will have two full time nurses and one part-time) - There was a food audit today and it was successful. The auditor stated there were no findings. - After School program has begun - Successful College Fair and FAFSA Night events. Good turnout. - National Bullying Prevention Month and Unity Day 	

ADJOURN

Agenda Item:	Adjourn	
Notes:		
Motion:	Motion to adjourn the meeting at 7:16PM.	
Made by:	1 st : Aly Xiong	2 nd : Brent Ness
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Christine Smith, Daniel Schmidt, Brent Ness, Aly Xiong, Susan Vang	
Action:	Motion passed	

The meeting was adjourned at 7:16PM.