

HCPA Board of Directors Board Meeting

Meeting Date: Wednesday, September 28th, 2022

Type of Meeting: Board Meeting

Started Time: 5:31PM

Adjourned: 7:24PM

Location: Hmong College Prep Academy Board Room

Minute Taker: Mai Zer Vang

Facilitator: Sonya Zuker



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:** Sonya Zuker called the meeting to order at 5:31PM.

II. **Roll Call – Open Session:**

Yes	No	Name
	x	Susan Vang – Board Chair
x		Dr. Aly Xiong – Board Member - <i>Remote from: 12480 53rd St N, Stillwater, MN 55082</i>
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		Samantha Janchan - Guest, HCPA 4th Grade Teacher

OPENING ITEMS

Agenda Item:	Approve Agenda
Notes:	Brent Ness would like to add agenda item “MSHSL Grant” under New Business
Motion:	Motion to approve the agenda with the stated additions above.

Made by:	1 st : Brent Ness	2 nd : Ge Vang
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Sonya Zuker, Christine Smith, Daniel Schmit, Aly Xiong, Brent Ness, Ge Vang	
Action:	Motion passed	

HCPA BOARD APPROVED

OCT 26 2022

ORIGINAL DOCUMENT

CONSENT AGENDA

Agenda Item:	Minutes & Contracts	
Notes:		
Motion:	Move to approve the consent agenda	
Made by:	1 st : Ge Vang	2 nd : Brent Ness
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Sonya Zuker, Christine Smith, Daniel Schmit, Aly Xiong, Brent Ness, Ge Vang	
Action:	Motion passed	

BOARD TRAINING

Agenda Item:	Strategic Plan Overview
Notes:	<p>This will be an established committee called the Strategic Planning Committee. Two board members are needed as volunteers to be a part of the committee. This committee will review and discuss our school related topics and issues.</p> <p>Sonya Zuker and Brent Ness volunteered.</p>

GOVERNANCE COMMITTEE

Agenda Item:	Committee Updates
Notes:	<ul style="list-style-type: none"> - Looked at reviewing board policies. - Had a discussion about putting policies and language into our school that address transgender students. Looking into what kind of policies other schools have and will bring more information to the next board meeting.

FINANCE COMMITTEE

Agenda Item:	Monthly Financial Review
--------------	--------------------------

Notes:	ADM Overview: Approved Budget: 2,350 Actual: 2,350 Days' Cash on Hand: 226 days	HCPA BOARD APPROVED OCT 26 2022
--------	--	--

ORIGINAL DOCUMENT

FINANCE COMMITTEE

Agenda Item:	ESSER III Budget	
Notes:	The state rolled out three rounds of Covid grant money. There is one more round of Covid grant money. Possible areas that this money could go into includes: technology, curriculum materials, after school programming salaries, additional staffing, extra-curricular activities and etc.	
Motion:	Motion to approve the ESSER III Budget	
Made by:	1 st : Ge Vang	2 nd : Brent Ness
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Sonya Zuker, Christine Smith, Daniel Schmit, Aly Xiong, Brent Ness, Ge Vang	
Action:	Motion passed	

FINANCE COMMITTEE

Agenda Item:	HAP Transportation Contract Amendment	
Notes:	Transportation rates have increased everywhere. This is an addendum to the existing contract with HAP. The rates increased about 25% which equates to \$900,000 more than what we had originally budgeted.	
Motion:	Move to approve the HAP Transportation Contract Amendment	
Made by:	1 st : Ge Vang	2 nd : Daniel Schmidt
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Sonya Zuker, Christine Smith, Daniel Schmit, Aly Xiong, Brent Ness, Ge Vang	
Action:	Motion passed	

FINANCE COMMITTEE

Agenda Item:	Committee Advisor Pay Scale
Notes:	Pay increased from previous years by \$1,000.

Motion:	Motion to acknowledge the Committee Advisor Pay Scale	
Made by:	1 st : Ge Vang	2 nd : Brent Ness
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Sonya Zuker, Christine Smith, Daniel Schmit, Aly Xiong, Brent Ness, Ge Vang	
Action:	Motion passed	

HCPA BOARD APPROVED

OCT 26 2022

FINANCE COMMITTEE

Agenda Item:	Coaching Pay Scale	
Notes:	After discussion, for next school year, admin and the board will look into brainstorming and making possible changes to the coaching pay scale.	
Motion:	Motion to acknowledge the Coaching Pay Scale	
Made by:	1 st : Ge Vang	2 nd : Daniel Schmidt
Voted Yea: 5 Voted Nay: 0 Abstain: 1	Yea: Sonya Zuker, Christine Smith, Daniel Schmit, Aly Xiong, Ge Vang Abstain: Brent Ness	
Action:	Motion passed	

ORIGINAL DOCUMENT

NEW BUSINESS

Agenda Item:	Signature Approval	
Notes:	Due to the absence of the Board Chair at tonight's meeting, the board members would like to approve the Board Vice Chair to sign the MSHSL document and the Annual Charter School Assurances document from tonight's board meeting.	
Motion:	Motion for the board vice chair to sign in absence of the board chair	
Made by:	1 st : Brent Ness	2 nd : Daniel Schmidt
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Sonya Zuker, Christine Smith, Daniel Schmit, Aly Xiong, Brent Ness, Ge Vang	
Action:	Motion passed	

NEW BUSINESS

Agenda Item:	MSHSL Grant
--------------	-------------

Notes:	The MSHSL grant is a grant that we have received the past couple of years. With this grant, HCPA is able to cover the cost of our student athletic fees. Any money left over goes back into athletics.	
Motion:	Motion to approve the MSHSL Grant	
Made by:	1 st : Ge Vang	2 nd : Brent Ness
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Sonya Zuker, Christine Smith, Daniel Schmit, Aly Xiong, Brent Ness, Ge Vang	
Action:	Motion passed	

HCPA BOARD APPROVED

OCT 26 2022

NEW BUSINESS

Agenda Item:	Preferred Name/Gender Change Request Form	
Notes:	Due to most students being underage, parents need to sign this form for a preferred name/gender change.	
Motion:	Motion to approve the Preferred Name/Gender Change Request Form	
Made by:	1 st : Daniel Schmidt	2 nd : Ge Vang
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Sonya Zuker, Christine Smith, Daniel Schmit, Aly Xiong, Brent Ness, Ge Vang	
Action:	Motion passed	

ORIGINAL DOCUMENT

BOARD TRAINING PART II

Agenda Item:	Board Roles and Responsibilities
Notes:	Training for the Board Members lead by CharterSource

BOARD TRAINING PART II

Agenda Item:	Board Compliance
Notes:	Training for the Board Members lead by CharterSource

SCHOOL ADMINISTRATION

Agenda Item:	Academic Report
--------------	-----------------

Notes:	<ul style="list-style-type: none"> - For the start of the school year, we have been focusing on communication and problem solving with students. - -Finished our baseline of testing. - We've had multiple events including MS field day today and HS field day tomorrow.
--------	--

SCHOOL ADMINISTRATION

Agenda Item:	Annual Charter School Assurances	
Notes:	The Annual Charter School Assurances has to be completed every year. Because of the earlier motion approving the Board Vice Chair to sign in the absence of the Board Chair, Sonya will be signing the Assurances document.	
Motion:	Motion to approve the Annual Charter School Assurances	
Made by:	1 st : Brent Ness	2 nd : Daniel Schmidt
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Sonya Zuker, Christine Smith, Daniel Schmit, Aly Xiong, Brent Ness, Ge Vang	
Action:	Motion passed	

HCPA BOARD APPROVED

OCT 26 2022

ORIGINAL DOCUMENT

ADJOURN

Agenda Item:	Adjourn	
Notes:		
Motion:	Motion to adjourn the meeting at 7:24PM	
Made by:	1 st : Daniel Schmidt	2 nd : Brent Ness
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Sonya Zuker, Christine Smith, Daniel Schmit, Aly Xiong, Brent Ness, Ge Vang	
Action:	Motion passed	

The meeting adjourned at 7:24PM.