

## HCPA Board of Directors Board Meeting

**Meeting Date:** Wednesday, August 24th, 2022

**Type of Meeting:** Board Meeting

**Started Time:** 6:04PM

**Adjourned:** 7:30PM

**Location:** Hmong College Prep Academy Board Room

**Minute Taker:** Mai Zer Vang

**Facilitator:** Sonya Zuker, 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:** \_\_\_\_\_Sonya Zuker\_\_\_\_\_ called the meeting to order at \_\_6:04PM\_\_\_\_.

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		Danijela Duvnjak – HCPA Chief Academic Officer
x		David Kloskin – Chief Financial Officer
	x	Karen Noelle Schmidt Klinzing - CharterSource
x		Mick McGibbon - Guest via zoom
x		Krista Skoglund - K-5 Director of Teaching and Learning
x		Jenee Nordstrom-Andersen - 6-12 Director of Teaching and Learning
x		Jim Lee - Asst Director of Teaching and Learning
x		Nou Her - SPED Manager
x		Cece Lee - Director of Counseling
x		Wendy Swanson-Choi - NEO Representative

**OPENING ITEMS**

Agenda Item:	Approve Agenda	
Notes:		
Motion:	Motion to approve the agenda	
Made by:	1 <sup>st</sup> : Ge Vang	2 <sup>nd</sup> : Brent Ness
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Sonya Zuker, Brent Ness, Daniel Schmidt, Ge Vang	
Action:	Motion passed	

**CONSENT AGENDA**

Agenda Item:	Minutes	
Notes:		
Motion:	Motion to approve the previous board meeting minutes	
Made by:	1 <sup>st</sup> : Ge Vang	2 <sup>nd</sup> : Brent Ness
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Sonya Zuker, Brent Ness, Daniel Schmidt, Ge Vang	
Action:	Motion passed	

**CONSENT AGENDA**

Agenda Item:	Consent Agenda	
Notes:		
Motion:	Move to approve the consent agenda	
Made by:	1 <sup>st</sup> : Ge Vang	2 <sup>nd</sup> : Brent Ness
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Sonya Zuker, Brent Ness, Daniel Schmidt, Ge Vang	
Action:	Motion passed	


  
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**GOVERNANCE COMMITTEE**

Agenda Item:	Committee Updates
Notes:	Governance committee is currently working on the policy review calendar and appointing Christine Smith to Seat F.

**GOVERNANCE COMMITTEE**

Agenda Item:	Appoint Christine Smith to Seat F	
Notes:		
Motion:	Move to approve Christine Smith to Board Seat F	
Made by:	1 <sup>st</sup> : Brent Ness	2 <sup>nd</sup> : Daniel Schmidt
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Sonya Zuker, Brent Ness, Daniel Schmidt, Ge Vang, Susan Vang	
Action:	Motion passed	

**GOVERNANCE COMMITTEE**

Agenda Item:	Board Orientation
Notes:	Overview of the board training schedule by month.


**BOARD TRAINING**

Agenda Item:	Bylaws and Orientation of the board & Organizational Chart Presentation lead by CAO
Notes:	Overview of the HCPA Organizational Chart along with the introduction of some HCPA admin (Jenee Nordstrom-Andersen, Jim Lee, Krista Skoglund, Nou Her and Cece Lee)

**FINANCE COMMITTEE**

Agenda Item:	Monthly Financial Review
Notes:	ADM Overview: Working Budget: 2,318 Actual: 2,315 Variance from Actual to Budget: -3 Days' Cash on Hand: 179 days
Motion:	Motion to approve the Monthly Financial Review

Made by:	1 <sup>st</sup> :	2 <sup>nd</sup> :
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Sonya Zuker, Brent Ness, Daniel Schmidt, Ge Vang, Susan Vang	
Action:	Motion passed	

**FINANCE COMMITTEE**

Agenda Item:	Chromebook & IPAD Contracts	
Notes:	Increase in the replacement costs for the chromebook and iPad. This is due to having new chromebooks.	
Motion:	Motion to approve the Chromebook & IPAD Contracts	
Made by:	1 <sup>st</sup> : Ge Vang	2 <sup>nd</sup> : Sonya Zuker
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Sonya Zuker, Brent Ness, Daniel Schmidt, Ge Vang, Susan Vang	
Action:	Motion passed	

**FINANCE COMMITTEE**

Agenda Item:	Staff Lunch Agreement	
Notes:	Lunch fee increased from \$4.00 to \$5.00 in order to stay in compliance with MDE's minimum lunch fees. Contract is optional only for those who would like to purchase breakfast/lunch from HCPA.	
Motion:	Move to approve the Staff Lunch Agreement	
Made by:	1 <sup>st</sup> : Sonya Zuker	2 <sup>nd</sup> : Daniel Schmidt
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Sonya Zuker, Brent Ness, Daniel Schmidt, Ge Vang, Susan Vang	
Action:	Motion passed	


  
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**FINANCE COMMITTEE**

Agenda Item:	Dome Setup Proposal
Notes:	<ul style="list-style-type: none"> <li>- Working with MDE to use COVID grant money to help put it up.</li> <li>- Estimate \$150,000 for legal costs</li> </ul>



	<ul style="list-style-type: none"> <li>- Estimate about \$300,000 to put up, take down, utilities, and insurance</li> <li>- Dome is useful for elementary recess and community involvement</li> </ul>	
Motion:	Move to approve the dome setup proposal	
Made by:	1 <sup>st</sup> : Brent Ness	2 <sup>nd</sup> : Daniel Schmidt
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Sonya Zuker, Brent Ness, Daniel Schmidt, Ge Vang, Susan Vang	
Action:	Motion passed	

**FINANCE COMMITTEE**

Agenda Item:	ICS Account (Change or Close) Recommendation	
Notes:	Recommending to close the ICS account	
Motion:	Move to approve closing the ICS account	
Made by:	1 <sup>st</sup> : Sonya Zuker	2 <sup>nd</sup> : Ge Vang
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Sonya Zuker, Brent Ness, Daniel Schmidt, Ge Vang, Susan Vang	
Action:	Motion passed	

**FINANCE BOARD APPROVED**

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**FINANCE COMMITTEE**

Agenda Item:	FY23 Anticipated Extra Costs Update	
Notes:	Included additional extra costs all within the budget. Does not change the budget that was previously board approved.	

**SCHOOL ADMINISTRATION**

Agenda Item:	Academic Report	
Notes:	<ul style="list-style-type: none"> <li>-Busy for Student Orientation tonight 8.24.2022</li> <li>-We are all covered for teachers and have been able to hire the minimum amount of teachers that we need</li> <li>-All departments are busy as we begin the start of the new school year.</li> </ul>	

**SCHOOL ADMINISTRATION**

Agenda Item:	IOWA Approval: Approve Ms. D as the IoWa and Jenee Nordstrom as the backup	
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**All that a school should be.**



Notes:	Need a person that approves the grants for the school. Recommending to approve Ms. D and have Jenee Nordstrom as the backup.	
Motion:	Move to approve Danijela Duvnjak as the loWa and Jenee Nordstrom as the backup.	
Made by:	1 <sup>st</sup> : Brent Ness	2 <sup>nd</sup> : Ge Vang
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Sonya Zuker, Brent Ness, Daniel Schmidt, Ge Vang, Susan Vang	
Action:	Motion passed	

**SCHOOL ADMINISTRATION**

Agenda Item:	Annual Designations	
Notes:	Edits to the annual designations include updating the signers on the account. Review the edits from the document.	
Motion:	Move to approve the Annual Designations	
Made by:	1 <sup>st</sup> : Sonya Zuker	2 <sup>nd</sup> : Daniel Schmidt
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Sonya Zuker, Brent Ness, Daniel Schmidt, Ge Vang, Susan Vang	
Action:	Motion passed	



**SCHOOL ADMINISTRATION**

Agenda Item:	NEO Contract	
Notes:		
Motion:	Move to approve the NEO Contract	
Made by:	1 <sup>st</sup> : Sonya Zuker	2 <sup>nd</sup> : Brent Ness
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Sonya Zuker, Brent Ness, Daniel Schmidt, Ge Vang, Susan Vang	
Action:	Motion passed	

**SCHOOL ADMINISTRATION**

Agenda Item:	Revised HCPA Bylaws	
Notes:	A new statutory requirement was added which needed to be included in the bylaws.	
Motion:	Move to approve the revised HCPA Bylaws	
Made by:	1 <sup>st</sup> : Sonya Zuker	2 <sup>nd</sup> : Ge Vang
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Sonya Zuker, Brent Ness, Daniel Schmidt, Ge Vang, Susan Vang	
Action:	Motion passed	

**ADJOURN**

Agenda Item:	Adjourn	
Notes:		
Motion:	Move to adjourn the meeting at 7:30PM	
Made by:	1 <sup>st</sup> : Sonya Zuker	2 <sup>nd</sup> : Daniel Schmidt
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Sonya Zuker, Brent Ness, Daniel Schmidt, Ge Vang, Susan Vang	
Action:	Motion passed	

The meeting adjourned at 7:30PM.

