

HCPA Board of Directors Board Meeting

Meeting Date: Wednesday, July 20th, 2022

Type of Meeting: Board Meeting

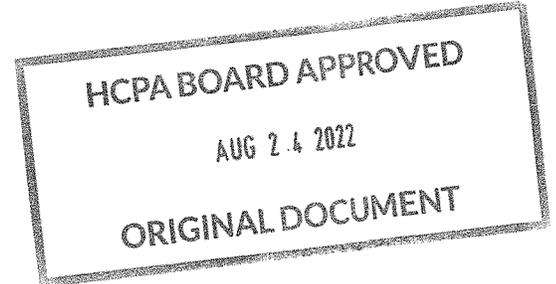
Started Time: 5:00PM

Adjourned:

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 5:00PM.

II. **Roll Call – Open Session:**

Yes	No	Name
x		Susan Vang – Board Member via zoom
x		Dr. Aly Xiong – Board Member
x		Daniel Schmidt – Board Member
x		Brent Ness - Board Member
x		Sonya Zuker - Board Member
x		Ge Vang - Board Member
x		Danijela Duvnjak – HCPA Chief Academic Officer
x		David Kloskin – Chief Financial Officer
x		Dao Lor - Director of Family Engagement
x		Karen Noelle Schmidt Klinzing - CharterSource via zoom

OPENING ITEMS

Agenda Item:	Approve Agenda	
Notes:		
Motion:	Move to approve the 7.20.22 Board Agenda	
Made by:	1 st : Sonya Zuker	2 nd : Aly Xiong
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang	



Action:	Motion passed
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CONSENT AGENDA

Agenda Item:	Minutes	
Notes:		
Motion:	Move to approve the previous board minutes	
Made by:	1 st : Daniel Schmidt	2 nd : Ge Vang
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang	
Action:	Motion passed	

CONSENT AGENDA

Agenda Item:	Contracts - New Hires and SPED Consultants	
Notes:		
Motion:	Move to approve the Contracts	
Made by:	1 st : Ge Vang	2 nd : Sonya Zuker
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang	
Action:	Motion passed	

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GOVERNANCE COMMITTEE

Agenda Item:	Election of Board Officers - Board Chair	
Notes:	Nominate Susan Vang as Board Chair	
Motion:	Move to elect Susan Vang as Board Chair	
Made by:	1 st : Daniel Schmidt	2 nd : Brent Ness
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang	
Action:	Motion passed	

GOVERNANCE COMMITTEE

Agenda Item:	Election of Board Officers - Vice Chair	
Notes:	Nominate Sonya Zuker for Vice Chair	
Motion:	Move to elect Sonya Zuker as Board Vice Chair	
Made by:	1 st : Susan Vang	2 nd : Daniel Schmidt
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang	
Action:	Motion passed	

GOVERNANCE COMMITTEE

Agenda Item:	Election of Board Officers - Secretary	
Notes:	Nominate Brent Ness for Secretary	
Motion:	Move to elect Brent Ness as Board Secretary	
Made by:	1 st : Susan Vang	2 nd : Sonya Zuker
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang	
Action:	Motion passed	

GOVERNANCE COMMITTEE

Agenda Item:	Election of Board Officers - Treasurer	
Notes:	Nominate Ge Vang for Treasurer	
Motion:	Move to elect Ge Vang as Board Treasurer	
Made by:	1 st : Brent Ness	2 nd : Sonya Zuker
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang	
Action:	Motion passed	

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GOVERNANCE COMMITTEE

All that a school should be.



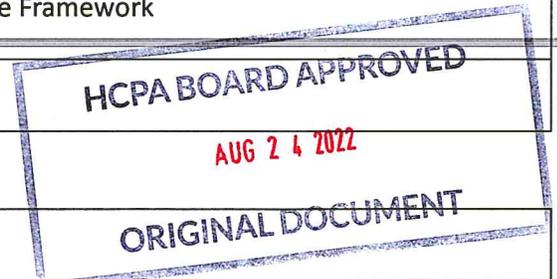
Agenda Item:	Updated Board of Directors Roster	
Notes:		
Motion:	Move to approve the Board of Directors Roster as updated with the Board Officials	
Made by:	1 st : Susan Vang	2 nd : Aly Xiong
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang	
Action:	Motion passed	

GOVERNANCE COMMITTEE

Agenda Item:	Governance Committee Updates	
Notes:	Kyle Seeley would like to be a member of the Governance Committee. Daniel Schmidt also nominated to join the Governance Committee.	
Motion:	Move to approve the entire Governance Committee Roster and for Daniel Schmidt to join the Governance Committee	
Made by:	1 st : Aly Schmidt	2 nd : Sonya Zuker
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang	
Action:	Motion passed	

GOVERNANCE COMMITTEE

Agenda Item:	Board Roster Analysis and Governance Committee Framework	
Notes:		



GOVERNANCE COMMITTEE

Agenda Item:	Board Orientation Components	
Notes:	List of components that are a part of the orientation. There are some components that are completely online and others are not available online. Training can be available on CharterSource. Karen will create a schedule for training to be incorporated into board meetings.	

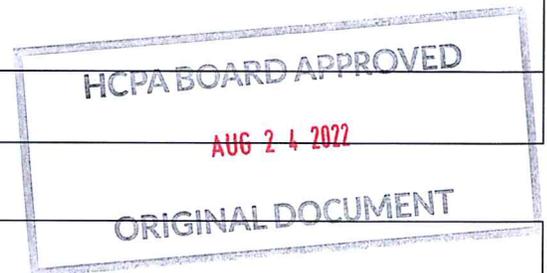
FINANCE COMMITTEE

Agenda Item:	Monthly Financial Report	
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Notes:	Originally budgeted for a deficit but now we have a surplus of about \$427,000. In the bank we have 18.4 Million Days with Cash on Hand = 183 HCPA Rating = BB+ with a negative outlook	
Motion:	Move to approve the Monthly Financial Report and the S&P 500 Report.	
Made by:	1 st : Daniel Schmidt	2 nd : Ge Vang
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang	
Action:	Motion passed	

FINANCE COMMITTEE

Agenda Item:	Committee Recommendations: Sign-On Bonus	
Notes:	Would like to continue the sign-on bonuses for this next school year. Sign-on bonuses would be paid out on June 30th payroll following the year conditional on completing the school year. Sign-On Bonus - Paraprofessionals - \$1,500 Sign-On Bonus - Teachers - \$2,000	
Motion:	Move to approve the Sign-On Bonuses	
Made by:	1 st : Daniel Schmidt	2 nd : Sonya Zuker
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang	
Action:	Motion passed	


FINANCE COMMITTEE

Agenda Item:	Committee Recommendations: Referral Bonus	
Notes:	Would like to continue the referral bonus for this next school year. Referral Bonus gets paid out after the referred employee completes 30 days of work on the subsequent payroll. Referral Bonus: \$500	
Motion:	Move to approve the Sign-On Stipends.	
Made by:	1 st : Ge Vang	2 nd : Sonya Zuker
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang	
Action:	Motion passed	

NEW BUSINESS

Agenda Item:	2022-23 Board Meeting Schedule	
Notes:	Changing the start time of board meetings from 5:00PM to 5:30PM.	
Motion:	Move to approve the 2022-23 Board Meeting Schedule with the updated time stated.	
Made by:	1 st : Sonya Zuker	2 nd : Brent Ness
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang	
Action:	Motion passed	

NEW BUSINESS

Agenda Item:	Employee Handbook	
Notes:	Handbook has been worked on by HCPA managers, Thrive and has been legally reviewed.	
Motion:	Move to approve the Employee Handbook	
Made by:	1 st : Aly Xiong	2 nd : Ge Vang
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang	
Action:	Motion passed	

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SCHOOL ADMINISTRATION

Agenda Item:	Academic Report
Notes:	<p>Summer School ended on June 14th and it went well.</p> <p>Summer Assessments such as Home Language Surveys and ELL Screenings and Kindergarten Screenings</p> <p>Hiring has been tough. Still looking for more.</p> <p>Enrollment numbers are looking good. Current numbers are 2,379. Marketing at Hmong Town.</p> <p>HR has updated all job descriptions.</p>

SCHOOL ADMINISTRATION

Agenda Item:	School Calendar 2022-23 w/ Updated Event Dates
Notes:	<p>Updated Orientation to August 24th from 4pm - 6pm</p> <p>Updated Senior Commencement to June 9th at 6pm</p>

	Updated Summer School date to June 20th	
Motion:	Move to approve the 2022-2023 Academic Calendar	
Made by:	1 st : Sonya Zuker	2 nd : Daniel Schmidt
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang	
Action:	Motion passed	

SCHOOL ADMINISTRATION

Agenda Item:	Revised Early Kindergarten and 1st Grade Admission Policy	
Notes:	Has been revised by Karen and also received feedback from MDE and included those revisions to the policy as well.	
Motion:	Move to approve the Revised Early Kindergarten and 1st Grade Admission Policy	
Made by:	1 st : Brent Ness	2 nd : Ge Vang
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang	
Action:	Motion passed	

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SCHOOL ADMINISTRATION

Agenda Item:	Updated Student Dress Code	
Notes:	Revisions made based on survey results of HCPA parents in the winter. Revised the dress code to include black polos and black jeans.	
Motion:	Move to approve the Updated Student Dress Code.	
Made by:	1 st : Brent Ness	2 nd : Ge Vang
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang	
Action:	Motion passed	

SCHOOL ADMINISTRATION

Agenda Item:	NEO/MDE Approval
Notes:	NEO is our new authorizer

CLOSED MEETING

Agenda Item:	Closed Meeting	
Notes:	Attendees:	
Motion:	Motion to close the meeting to consider a matter subject to attorney-client privilege as permitted by Minnesota Statutes § 13D.05 subdivision 3.	
Made by:	1 st : Sonya Zuker	2 nd : Ge Vang
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang	
Action:	Motion passed	

