

# Hmong College Prep Academy Governance Committee Minutes

Tuesday, July 12, 2022

3:30pm – 5:00pm

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

Agenda	Notes
<b>OPENING ITEMS</b> <ul style="list-style-type: none"> <li>Welcome</li> <li>Call to Order</li> <li>Approve Agenda</li> </ul>	<p><b>Call to order</b> at 3:30pm</p> <p><b>Here:</b> Crystal, Toni Marie, Heidi, Kyle, Susan, Karen</p> <p><b>Note Taker:</b> Heidi</p>
<b>AGENDA ITEMS</b> <ul style="list-style-type: none"> <li>Governance Committee Roster</li> <li>Committee Roles</li> <li>HCPA Board of Directors’ Roster</li> <li>Committee Calendar</li> <li>What does the Governance Committee need update or orientation with?</li> </ul>	<p><b><u>Roster: Update and roles</u></b></p> <ul style="list-style-type: none"> <li>Take Crystal off add Kyle</li> <li>Susan is Facilitator (Committee Chair)</li> <li>Joanna Note Taker: <b>ask if she want to continue</b></li> <li>Back up note taker Heidi</li> </ul> <p><b><u>HCPA Board of Directors’ Rosters</u></b> (keep updated)</p> <ul style="list-style-type: none"> <li>Board will be approved at next board meeting along with new roles of Board members</li> <li>Moving forward using <a href="#">Board of Directors’ use seat letter and keep up the roster lists</a></li> <li>If appointed to Board of Directors’ or elected use seat in Board minutes</li> </ul> <p><b>Committee Calendar</b></p> <ul style="list-style-type: none"> <li><a href="#">Use calendar from Karen</a>: update with our dates/timeline</li> <li>Need to add the calendar the policies that need to be reviewed from Mai Zer</li> </ul> <p><b>Updates:</b></p> <ul style="list-style-type: none"> <li>Feelers out to appoint to Seat F Community/parent (losing lawyer and finance person)</li> <li>Would like to have person to represent Karen community: Susan will talk to person she knows.</li> <li>Board Of Directors Retreat: Wednesday July 13<sup>th</sup> at HCPA</li> <li>Add Kyle to Board Effect (Karen)</li> <li>Make sure that all Board member complete training. Check spread sheet 3 (Sept) 6 (Dec) and 9 (Mar) or any other training that Authorizes or Governance Committee feel is important or required</li> <li>NEO orientation with Board on Wednesday July 13<sup>th</sup></li> <li><a href="#">Plan a Board orientation for August: Documents/protocols Karen will send out a sample agenda</a> <b>add our hyperlinks to the calendar</b></li> </ul>

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	<ul style="list-style-type: none"><li>• <b>MUST DECIDE AT JULY'S MEETING:</b> if they want to add to August meeting or make a special meeting to go over</li><li>• Could have a board orientation agenda item every month</li></ul>
<b>ADJOURN</b> at 5:00pm	Crystal Robideau, Committee Chair

Some members may be participating via electronic means