

## HCPA Board of Directors Board Meeting

**Meeting Date:** Wednesday, January 24, 2024  
**Type of Meeting:** Board Meeting  
**Started Time:** 5:30PM  
**Adjourned:** 7:03PM



**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 5:30PM.

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 arrived at 5:33pm.
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 – HCPA Chief Financial Officer
x		Nou Her - HCPA Senior SPED Manager

**OPENING ITEMS**

Agenda Item:	Approve Agenda	
Notes:		
Motion:	Motion to approve the 1.24.24 Agenda	
Made by:	1 <sup>st</sup> : Ge Vang	2 <sup>nd</sup> : Daniel Schmidt
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Ge Vang, Daniel Schmidt, Christine Smith, Aly Xiong, Sonya Zuker	

Action:	Motion passed.
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**DECLARATION OF CONFLICT OF INTEREST**

Agenda Item:	Declaration of Conflict of Interest
Notes:	Board members reviewed the agenda and there was no declaration of conflict of interest.

**CONSENT AGENDA**

Agenda Item:	Minutes & Contracts
Notes:	
Motion:	Motion to approve the Consent Agenda
Made by:	1 <sup>st</sup> : Daniel Schmidt 2 <sup>nd</sup> : Ge Vang
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Ge Vang, Daniel Schmidt, Christine Smith, Aly Xiong, Sonya Zuker
Action:	Motion passed.

**HCPA BOARD APPROVED**  
 FEB 28 2024  
**ORIGINAL DOCUMENT**

**GOVERNANCE COMMITTEE**

Agenda Item:	Policies: Multi Factor Authentication Policy	
Notes:	The policy as been reviewed by the legal team, admin and governance committee. It also needs to be reformatted to the HCPA policy format.	
Motion:	Motion to approve the Multi Factor Authentication Policy	
Made by:	1 <sup>st</sup> : Ge Vang	2 <sup>nd</sup> : Christine Smith
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Ge Vang, Daniel Schmidt, Christine Smith, Aly Xiong, Sonya Zuker, Brent Ness	
Action:	Motion passed.	

**GOVERNANCE COMMITTEE**

Agenda Item:	Policies: Student and Employee First Amendment Rights	
Notes:	The policy as been reviewed by the legal team and governance committee. Needs to be reformatted to the HCPA policy format.	
Motion:	Motion to approve the Student and Employee First Amendment Rights	



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

**GOVERNANCE COMMITTEE**

Agenda Item:	Policies: Homelessness and Highly Mobile Policy	
Notes:	Table this policy to the next meeting.	



**GOVERNANCE COMMITTEE**

Agenda Item:	Board Members Attending Events Expectations	
Notes:	Review of HCPA events that board members should attend. Board members should attend two events. Discussion on how to volunteer for certain events and what to do at the events.	

**GOVERNANCE COMMITTEE**

Agenda Item:	Governance Committee Roles and Responsibilities	
Notes:	Reviewed the roles of the Governance Committee Members. Put into writing the different positions. Kept the position descriptions close to the roles of the board members.	

**FINANCE COMMITTEE**

Agenda Item:	Monthly Financial Review	
Notes:	<p>ADM Overview: Original Budget: 2,410 Actual ADM: 2,466</p> <p>Days' Cash on Hand: 206 days (minimum is 90 days)</p> <p>Original budget for FY24 is included within these statements – we will update after audit is finalized. We did make a few changes regarding the food service fund</p>	
Motion:	Motion to approve the Monthly Financial Review	
Made by:	1 <sup>st</sup> : Ge Vang	2 <sup>nd</sup> : Daniel Schmidt
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Ge Vang, Daniel Schmidt, Christine Smith, Aly Xiong, Sonya Zuker, Brent Ness	
Action:	Motion passed.	

**SCHOOL ADMINISTRATION**

Agenda Item:	Academic Report
Notes:	Presented by Nou Her <ul style="list-style-type: none"> <li>- Started FastBridge Testing and will complete it at the end of January. Should be able to share the overall results with the board soon.</li> <li>- Focusing on future PD days to provide trainings for teachers</li> <li>- Received approval from the state for a Work Based Learning Program</li> </ul>

**SCHOOL ADMINISTRATION**

Agenda Item:	After School Program End Date - April 18, 2024	
Notes:	Finalized an end date for the After School Program.	
Motion:	Motion to approve the After School program End Date on April 18, 2024	
Made by:	1 <sup>st</sup> : Ge Vang	2 <sup>nd</sup> : Daniel Schmidt
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Ge Vang, Daniel Schmidt, Christine Smith, Aly Xiong, Sonya Zuker, Brent Ness	
Action:	Motion passed.	

**HCPA BOARD APPROVED**

**FEB 28 2024**

**ORIGINAL DOCUMENT**

**SCHOOL ADMINISTRATION**

Agenda Item:	No Summer School - July 5, 2024	
Notes:	SPPS also do not have school on July 5, 2024, therefore, we would like to mirror that to avoid confusion.	
Motion:	Motion to approve the No Summer School date on July 5, 2024	
Made by:	1 <sup>st</sup> : Ge Vang	2 <sup>nd</sup> : Daniel Schmidt
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Ge Vang, Daniel Schmidt, Christine Smith, Aly Xiong, Sonya Zuker, Brent Ness	
Action:	Motion passed.	

**CLOSED MEETING**

Agenda Item:	Closed Meeting	
Notes:	Motion to close the meeting to consider a matter subject to attorney-client privilege as permitted by Minnesota Statutes § 13D.05 subdivision 3.	
Motion:	Motion to close the board meeting.	
Made by:	1 <sup>st</sup> : Ge Vang	2 <sup>nd</sup> : Christine Smith

Voted Yea: 6 Voted Nay: 0 Abstain: 0	Ge Vang, Daniel Schmidt, Christine Smith, Aly Xiong, Sonya Zuker, Brent Ness
Action:	Motion passed.

**RE-OPEN MEETING**

Agenda Item:	Re-Open Meeting	
Notes:		
Motion:	Motion to re-open the meeting at 7:02PM.	
Made by:	1 <sup>st</sup> : Ge Vang	2 <sup>nd</sup> : Christine Smith
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Ge Vang, Daniel Schmidt, Christine Smith, Aly Xiong, Sonya Zuker, Brent Ness	
Action:	Motion passed.	


**CLOSED MEETING REPORT**

Agenda Item:	Closed Meeting Report
Notes:	In the closed meeting, the Board and its attorneys met to discuss appropriate matters.

**ADJOURN**

Agenda Item:	Adjourn	
Notes:		
Motion:	Motion to adjourn the board meeting at 7:03PM.	
Made by:	1 <sup>st</sup> : Christine Smith	2 <sup>nd</sup> : Ge Vang
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Ge Vang, Daniel Schmidt, Christine Smith, Aly Xiong, Sonya Zuker, Brent Ness	
Action:	Motion passed.	

The board meeting adjourned at 7:03PM