

HCPA Board of Directors Board Meeting

Meeting Date: Tuesday, November 21, 2023
Type of Meeting: Board Meeting
Started Time: 5:30PM
Adjourned: 6:17PM

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 5:30PM.

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
x		Sonya Zuker - Board Vice Chair
	x	Ge Vang - Board Treasurer
x		Christine Smith - Board Member - arrived at 5:33pm
x		Danijela Duvnjak – HCPA Chief Academic Officer via Zoom
x		David Kloskin – HCPA Chief Financial Officer
x		Ted Anderson - NEO Representative
x		Jeremy Shedlosky - HCPA K-5 Asst. Director of Teaching and Learning
x		Brian Shaw - Guest - arrived at 5:35PM

OPENING ITEMS

Agenda Item:	Approve Agenda
Notes:	
Motion:	Move to approve the 11.21.23 Board Meeting Agenda

Made by:	1 st : Daniel Schmit	2 nd : Sonya Zuker
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Brent Ness, Daniel Schmidt, Sonya Zuker	
Action:	Motion passed.	

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:	Move to approve the Minutes & Contracts	
Made by:	1 st : Sonya Zuker	2 nd : Daniel Schmidt
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Brent Ness, Daniel Schmidt, Sonya Zuker	
Action:	Motion passed.	


GOVERNANCE COMMITTEE

Agenda Item:	Homelessness Policy	
Notes:	Governance Committee is recommending to adopt this policy with the revisions. Similar policy to SPPS. Mary Kelso our Homeless Liaison reviewed the policy and wanted to include some changes. Changes are still being reviewed and have not been reflected in the current presented policy yet. Due to this, the board recommends to table this policy to the next board meeting.	
Motion:	Move to table the Homelessness Policy to the next board meeting	
Made by:	1 st : Sonya Zuker	2 nd : Daniel Schmidt
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Susan Vang, Daniel Schmidt, Brent Ness, Sonya Zuker, Christine Smith	
Action:	Motion passed.	

GOVERNANCE COMMITTEE

Agenda Item:	Board Training Compliance
Notes:	A reminder that board members are required to complete board trainings. Members need to be aware and make sure that the board trainings are being completed. There were some technical difficulties on the board training website that were supposed to get fixed. Will follow up with CharterSource representative.

GOVERNANCE COMMITTEE

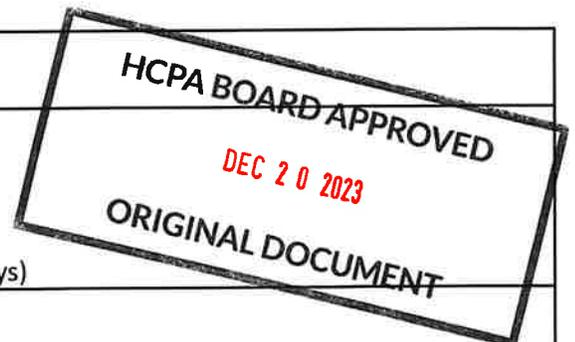
Agenda Item:	Requirement of Board Members to Attend Community Events	
Notes:	Governance Committee looked at ways on how the board members can be more involved in the community. Suggested for board members to begin attending community events.	
Motion:	Move to approve the Requirement of Board Members to Attend Community Events	
Made by:	1 st : Sonya Zuker	2 nd : Christine Smith
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Susan Vang, Daniel Schmidt, Brent Ness, Sonya Zuker, Christine Smith	
Action:	Motion passed.	

GOVERNANCE COMMITTEE

Agenda Item:	General Governance Committee Updates and Information
Notes:	Working on reviewing roles and responsibilities. Also, looked at the goal of the governance committee. They currently have a good structure and consistent attendance of the committee.

FINANCE COMMITTEE

Agenda Item:	Monthly Financial Review	
Notes:	ADM Overview: Original Budget: 2,410 Actual ADM: 2,483 Days' Cash on Hand: 217 days (minimum is 90 days)	
Motion:	Move to approve the Monthly Financial Review	
Made by:	1 st : Sonya Zuker	2 nd : Brent Ness
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Susan Vang, Daniel Schmidt, Brent Ness, Sonya Zuker, Christine Smith	



Action:	Motion passed.
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FINANCE COMMITTEE

Agenda Item:	Final Audit Report	
Notes:	This is the final audit report. No changes from the draft that was presented last week.	
Motion:	Move to approve the Final Audit Report	
Made by:	1 st : Daniel Schmidt	2 nd : Sonya Zuker
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Susan Vang, Daniel Schmidt, Brent Ness, Sonya Zuker, Christine Smith	
Action:	Motion passed.	

FINANCE COMMITTEE

Agenda Item:	Naloxone Policy	
Notes:	The MSBA template to the policy. It became a requirement to have this policy. There are some changes in wording that need to be fixed. Also, need to indicate a Naloxone coordinator. Will also send this to the Governance Committee for a final review of the policy.	
Motion:	Move to approve the Naloxone Policy with the revisions.	
Made by:	1 st : Christine Smith	2 nd : Brent Ness
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Susan Vang, Daniel Schmidt, Brent Ness, Sonya Zuker, Christine Smith	
Action:	Motion passed.	


FINANCE COMMITTEE

Agenda Item:	Dakota Academic Consulting Agreement	
Notes:	Contract with Consultant for services in the process of making applications for E-Rate funds.	
Motion:	Move to approve the Dakota Academic Consulting Agreement	
Made by:	1 st : Brent Ness	2 nd : Sonya Zuker
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Susan Vang, Daniel Schmidt, Brent Ness, Sonya Zuker, Christine Smith	

Action:	Motion passed.
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SCHOOL ADMINISTRATION

Agenda Item:	Academic Report
Notes:	Presented by Jeremy Shedlosky <ul style="list-style-type: none"> - Review of FastBridge testing results - WCD is coming up and all departments have been assigned positions to help - Transportation is focusing on our school vehicles - Updated our 2024 benefits guide and upcoming plan modifications - Currently have about 51.3% of seniors who applied to colleges - Quarter 1 progress reports have been sent out

SCHOOL ADMINISTRATION

Agenda Item:	WBWF Plan	
Notes:	Reviewed the WBWF Plan.	
Motion:	Move to approve the Work's Best Workforce Plan	
Made by:	1 st : Sonya Zuker	2 nd : Daniel Schmidt
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Susan Vang, Daniel Schmidt, Brent Ness, Sonya Zuker, Christine Smith	
Action:	Motion passed.	


ADJOURN

Agenda Item:	Adjourn	
Notes:		
Motion:	Move to adjourn the Board Meeting at 6:17PM.	
Made by:	1 st : Sonya Zuker	2 nd : Daniel Schmidt
Voted Yea: 5 Voted Nay: 0 Abstain: 0	Susan Vang, Daniel Schmidt, Brent Ness, Sonya Zuker, Christine Smith	
Action:	Motion passed.	

The board meeting adjourned at 6:17PM.