HMONG COLLEGE PREP ACADEMY

HCPA BOARD APPROVED

DEC 1 0 2025

ORIGINAL DOCUMENT

1515 Brewster Street, Saint Paul, MN 55108
Office:(651) 209-8002 • Fax:(651) 289-1802
www.hcpak12.org

HCPA Governance Committee Meeting Agenda and Minutes

Monday, November 10th, 2025
3:30pm – 5:30pm

Meeting in the Board Room

Committee Calendar 2025-2026

School Board Calendar 2025-2026

Yearly Roles and Responsibilities

Committee's Charter Revisit Yearly

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:** at 3:38 pm

II. **Roll Call – Open Session:**

Here	No	Name and Title
X		**Kiersten Sloneker:** Governance Committee Co-Chair/Admin Liaison (June 2024)
X		**David Thompson:** Governance Committee Co-Chair (June 2024)
X		**Heidi Pendroy:** Governance Committee Secretary (January 2022)
	Abs.	**Alex Maurer:** Governance Committee Member/Secretary (2025)
	Abs.	**Susan Vang:** Board Chair/Legal Liaison (2024)
	Abs.	**Daniel Schmidt:** Governance Committee Member/Board Member (2024)
	Abs.	**Joseph Norby-White:** Governance Committee Member/Board Member Liaison
	Abs.	**Kaethe Eltawely:** Governance Committee Member (2024)
X		**Kyle Seeley:** Governance Committee Member/Recruitment Liaison (June 2022)
X		**Andrea Touhey:** Governance Committee Member (June 2025)
	Abs.	**Anne Denniston:** Governance Committee Member (October 2025)
X		**Matilyn May:** Governance Committee Member (October 2025)
X		**Myrna Gininwa:** Governance Committee Member (October 2025)
X		**Karen Frank:** Governance Committee Member New (November 2025)
Guests:		

All that a school should be.

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Welcome: LEAD: David Thompson

Agenda Item:	Welcome everyone at 3:38PM
Notes:	●
Motion:	Motion to approve to agenda.
Voted Yea: 8 Voted Nay: 0 Abstain: 0	
Action:	Motioned passed

APPROVE AGENDA: LEAD: David Thompson

Agenda Item:	Approve Agenda
Notes:	●
Motion:	Motion to approve
Voted Yea: 8 Voted Nay: Abstain:	
Action:	Motion passed

BOARD UPDATES-LEAD: Kiersten Sloneker

Agenda Item:	Notes from Wed, Oct. 29th 2025 Board Meeting
Notes:	● 531 - Pledge Of Allegiance at November's meeting: questions are in the comment area. **Passed:** ● 423 Employee-Student Relationships ● 606 Textbooks and Instructional Materials ● 607 Organization of Grade Levels ● 608 Instructional Services - SpecialEducation ● 624 Online Instruction **Archived:** ●

RETURN FROM BOARD-LEAD: Joseph Norby-White

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Items:	NONE
Notes:	●

RETURN FROM LEGAL-LEAD: Susan Vang

Items:	NONE
Notes:	

RETURN FROM ADMIN-LEAD: Kiersten Sloneker

Items:	NONE
Notes:	

ACTION 1: LEAD: Kiersten Sloneker

Agenda Item:	How did October Retreat go? October 16th
Notes:	- On MEA day. - Half the board was not there. - Feedback, give departments more time and very secondary focused - Finance 30 mins example - Next year 2026 "You need to be here" - Should we do paper, not google. - Next Retreat will be MEA of 2026:

ACTION 2: LEAD: Kiersten Sloneker

Agenda Item:	Revised 506 Student Discipline Policy Tabled from Oct. 13th Meeting Approved policy. 📄 506 STUDENT DISCIPLINE POLICY
Notes:	- Revised policy modeled after the MSBA Policy 506 - Formatting, and what Hong is saying. - Questions need to be answered before we can finish working on this policy.
Motion:	Motion to table until January 12th 2026
Voted Yea: 8 Voted Nay: 0 Abstain: 0	**Tabled** until January 12th 2026
Action:	Motion Passed

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ACTION 3: LEAD: Kiersten Sloneker

Agenda Item:	402- Disability of Nondiscrimination ADA
Notes:	- Training from HR at the beginning of the year. - Accommodation meeting with staff members. Is the accommodation meeting the expectations of the job/working with the team. - request meeting with lead, coach, and staff members to help with the person receiving accommodation and the people they work with.
Motion:	Motion to send policy 402 to the board with changes.
Voted Yea: 8 Voted Nay: 0 Abstain: 0	
Action:	Motion passed

ACTION 4: LEAD: Kiersten Sloneker

Agenda Item:	514 - Bullying and Cyber Bullying Prohibition
Notes:	- Per MSBA: 2025 legislative updates are included; malicious and sadistic conduct required language is added - Copy over redline doc to this policy. - Send to school board meeting
Motion:	Motion to approve 514 policy and send to the board
Voted Yea: 7 Voted Nay: 0 Abstain: 0	
Action:	Motion approved

ACTION 5: LEAD: Heidi Pendroy

Agenda Item:	MN Charter Board Trainings for Governance Committee - Open Meeting Law-Due by the end of Nov. - Data Practices- Dec.2025 - School Board Bylaws (Roles & Responsibilities) Dec 2025
Notes:	- Working on getting new members added. - All agendas and policies emailed out in google doc until ChartSource updates have been figured out. - Once the meeting is done, the agenda with minutes will be uploaded to CharterSource

ACTION 6: LEAD: Kiersten Sloneker

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Agenda Item:	No dinner provided because it is "not appropriate use of public use funds".
Notes:	- Sign up to providing snack for meeting - Get left over school snacks for the current day to bring up for our meeting. - Due to this: The Committee has decided to bring their own snacks/treat to the meetings, not on a rotation

ACTION 7: LEAD: David Thompson

Agenda Item:	Committee attending monthly board meeting
Notes:	- Should we have a rotating schedule of different members going to the meetings? virtual - Reasons Why it is a good idea - See how the board works/run - How the members come prepared and ready to discuss. - Giving our members a face Next board meeting Dec. 10th at 5:30 Heidi will send out a spreadsheet with date and times and 2 extra slots. If unable to attend on your signed up date, email Kiersten.

ACTION 8: LEAD: David Thompson

Agenda Item:	Governance Committee - Roles & Responsibilities - Google Docs
Notes:	- New members: - Take off food and back up on time keeper - Term limits for members? - If people come to our committee members with concerns, how should we proceed? - Having leadership terms of 2 years. Start training earlier than later. - Karen will be doing some research on other schools and committee members Bring back to January meeting

FURTHER ACTIONS TO BRING TO:

Susan Vang: **Board Chair**	
Items to send to **Legal**:	• NONE
Joseph Norby-White: **Committee Board Liaison**	
Items to send to **School Board**:	402- Disability of Nondiscrimination ADA 514 - Bullying and Cyber Bullying Prohibition

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	• 531 - P̶l̶e̶d̶g̶e̶ ̶O̶f̶ ̶A̶l̶l̶e̶g̶i̶a̶n̶c̶e̶ ̶a̶t̶ ̶N̶o̶v̶e̶m̶b̶e̶r̶'̶s̶ ̶m̶eeting: questions are in the comment area.

Kiersten Sloneker: **Co-Chair/Admin Liaison**	

Items to bring to **Admin**:	• Committee Tabled: 📄 506 STUDENT DISCIPLINE POLICY questions need to be answered before committee work on it.

ADJOURN- ACTION - LEAD: DAVID THOMPSON, CHAIR

Agenda Item:	Review next meeting & adjourn
Notes:	The next Committee Meeting is **Mon. Jan. 12th, 2026** in the Boardroom at 3:30 <mark>No meeting in December</mark>
Motion:	Motion to Adjourn Governance Meeting at 5:18pm
Voted Yea: 7 Voted Nay: 0 Abstain: 0	
Action:	Motion passed

Policies and Agenda Item labels are

Vote (needs to be finalize and send to board)

Board (Items from or to the board)

Passed by Board (Items that the board have passed)

Legal (Items from or to legal)

Review (Sent back came from board/legal)

Tabled

Revisit Tabled Items

The policy format the Governance Committee has agreed on is:

Will be placed at the <mark>top</mark> of each policy; have more room to add notes. *Adopted:* *Reviewed: January 26, 2022* *Board Approved: January 26, 2025*	Level 1: I, II, III... left aligned at 0" text indent at 0.25" Level 3: 1, 2, 3... left aligned at 1" text indent at 1.25"	Level 2: A, B, C... left aligned at 0.5" text indent at 0.75" Level 4: i, ii, iii... left aligned at 1.5" text indent at 1.75"

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