HMONG COLLEGE PREP ACADEMY

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, January 12th, 2026

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 3:31pm

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)
X		**Alex Maurer:** Governance Committee Member/Secretary (2025)
	X	**Susan Vang:** Board Chair/Legal Liaison (2024)
	X	**Daniel Schmidt:** Governance Committee Member/Board Member (2024)
X		**Joseph Norby-White:** Governance Committee Member/Board Member Liaison (2023)
X		**Kaethe Eltawely:** Governance Committee Member (2024)
	X	**Kyle Seeley:** Governance Committee Member/Recruitment Liaison (June 2022)
X		**Andrea Touhey:** Governance Committee Member (June 2025)
X		**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:		

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Welcome: LEAD: David Thompson

Agenda Item:	Welcome everyone at
Notes:	•
Motion:	Motion to approve the agenda.
Voted Yea: Nay: Abstain:	
Action:	Motioned

APPROVE AGENDA: LEAD: David Thompson

Agenda Item:	Approve Agenda
Notes:	•
Motion:	Motion to approve the agenda
Voted Yea: 9 Nay: 0 Abstain:	Andrea, Alex, Joseph, Anne, Myrna, Karen, Kaethe, David T, Heidi
Action:	Motion passed

BOARD UPDATES-LEAD: Kiersten Sloneker

Agenda Item:	NONE
Notes:	**Passed:** • **Archived:** •

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RETURN FROM BOARD-LEAD: Joseph Norby-White

Items:	Policies Passed at December 10th Board Meeting **Passed:** • 610 Field Trips • 611 Home Schooling • 613 Graduation Requirements • 618 Assessments of Student Achievement

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	• 619 Staff Development of Standards • 621 Literacy and the Read Act • 623 Mandatory Summer School Instruction • 707 Transportation of Charter School Students • Food Vendor RFP - passed • Audit RFP - passed • Mid-Year Evaluations CAO/CFO • Board Meeting Location
Notes:	• All policies passed - minor formatting changes (for consistency with other policies) • 2 RFPs - one year early - proactive • Mid-Year Evaluations - Ge, Joseph, Susan - after break • Location changing to Transportation Office • Important note to make: MaiZer will be taking over all roles that Panghoua did.

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:	Tabled from Oct. 13th Meeting Approved policy: 506 Student Discipline Policy
Notes:	• Formatting, and what Hong is saying. • Questions need to be answered before we can finish working on this policy.
Motion:	Motion to table to have Kiersten here. February 2026
Votes Yea: 10 Nay: 0 Abstain:0	Andrea, Alex, Joseph, Anne, Myrna, Karen, Kaethe, David T, Heidi
Action:	Motion

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ACTION 2: LEAD: Heidi Pendroy

Agenda Item:	Check-in on CharterSource Trainings and Where to find all GC items are held. • Not sure why I am not seeing anything on my end about training.

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Notes:	• Using google until CharterSource

ACTION 3: LEAD: Heidi Pendroy

Agenda Item:	Committee attending monthly board meeting: November 11th 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.
	
	Board Meeting Sign up

Votes Yea: 10 Nay: 0 Abstain: 0	Andrea, Alex, Joseph, Anne, Myrna, Karen, Kaethe, David T, Heidi, Matilyn
Action:	Motion to accept the motion to have members sign up.

ACTION 4: LEAD:

Agenda Item:	**Governance Committee - Roles & Responsibilities - Google Docs**: November's 11th meeting
Notes:	• New members: • If people come to our committee members with concerns, how should we proceed? • Having leadership terms limits of 2 years. Start training earlier than later. • Karen will be doing some research on other schools and committee members • Heidi will make a check list on the steps • Meeting with Heidi on Friday, Jan. 23rd ○ Alex

ACTION 5: LEAD: Heidi Pendroy

Agenda Item:	Taking over the secretary position for next year.
Notes:	• Start working with Heidi ○ Agendas, Policy's CharterSource

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ACTION 6: LEAD: David Thompson

Agenda Item:	209 Code of Ethics
Notes:	• vocabulary • Legally sound, • Accept • Formatting will need to be done • Send out a google form asking about when to hold a special meeting to get all policies done. In February 13th
Motion:	Motion to accept all changes on Code of Ethics and sent to board.
Votes Yea: 9 Nay: 0 Abstain: 0	Andrea, Alex, Joseph, Anne, Myrna, Karen, Kaethe, David T, Heidi, Matilyn
Action:	Motion Passed

FURTHER ACTIONS TO BRING TO:

Susan Vang: **Board Chair**	
Items to send to **Legal**:	•
Joseph Norby-White: **Committee Board Liaison**	
Items to send to **School Board**:	• 402- Disability of Nondiscrimination ADA • 514 - Bullying and Cyber Bullying Prohibition • 531 - Pledge Of Allegiance at November's meeting: questions are in the comment area. • 209 Code of Ethics
Kiersten Sloneker: **Co-Chair/Admin Liaison**	
Items to bring to **Admin**:	•

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ADJOURN- ACTION - LEAD: DAVID THOMPSON, CHAIR

Agenda Item:	Review next meeting & adjourn
Notes:	The next Committee Meeting is **Mon. Feb. 9th, 2026** in the Boardroom at 3:30 **Friday February 13th in the Boardroom**
Motion:	Motion to Adjourn Governance Meeting at 4:37pm
Voted	Andrea, Alex, Joseph, Anne, Myrna, Karen, Kaethe, David T, Heidi, Matilyn

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Yea: 9 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 top 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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