



HCPA Board of Directors Board Meeting

Meeting Date: Wednesday, April 24, 2024

Type of Meeting: Board Meeting

Started Time: 5:30PM

Adjourned: 6:55PM

Location: Hmong College Prep Academy Board Room

Minute Taker: Mai Zer Vang

Facilitator: Susan Vang

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MAY 22 2024

ORIGINAL DOCUMENT

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
x		Danijela Duvnjak – HCPA Chief Academic Officer
x		David Kloskin – HCPA Chief Financial Officer
x		Jenee Nordstrom - HCPA 6-12 Director of Teaching and Learning

OPENING ITEMS

Agenda Item:	Approve Agenda	
Notes:	Add: "ZenEducate Contract" under School Administration Remove: "Policies" agenda item from under the Governance Committee	
Motion:	Motion to approve the 4.24.24 Board Meeting Agenda with the changes stated above	
Made by:	1 st : Sonya Zuker	2 nd : Christine Smith
Voted Yea: 7 Voted Nay: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang, Christine Smith	

All that a school should be.



Abstain: 0	
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:	Motion to approve the minutes and contracts	
Made by:	1 st : Ge Vang	2 nd : Daniel Schmidt
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang, Christine Smith	
Action:	Motion passed	

GOVERNANCE COMMITTEE

Agenda Item:	Committee Updates
Notes:	Board Election Updates: Board Election dates have been communicated to parents/teachers/staff. Board Candidate information will be communicated in the upcoming weeks. Will be reviewing policies during the next Governance Committee Meeting. They will be re-electing committee seats

GOVERNANCE COMMITTEE

Agenda Item:	New Governance Committee Members
Notes:	Four new Governance Committee Members: Kaethe Eltawely David Thompson Pa Kou Vang Kiersten Sloneker Looking for approval to add these members to the Governance Committee. We have a wide range of Governance Committee members who are teachers/staff from elementary, middle school and high school.





Motion:	Motion to approve the new Governance Committee Members	
Made by:	1 st : Ge Vang	2 nd : Christine Smith
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang, Christine Smith	
Action:	Motion passed	

FINANCE COMMITTEE

Agenda Item:	Monthly Financial Review	
Notes:	<p>ADM Overview: Original Budget: 2,410 Actual ADM: 2,472</p> <p>Days' Cash on Hand: 221 days (minimum is 90 days)</p> <p>The beginning balances are now final and the final audited figured have been uploaded to the MDE.</p>	
Motion:	Motion to approve the Monthly Financial Review	
Made by:	1 st : Ge Vang	2 nd : Sonya Zuker
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang, Christine Smith	
Action:	Motion passed	

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FINANCE COMMITTEE

Agenda Item:	Year-Round Staff 24-25 Pay Schedule	
Notes:	<p>This was created as a guide to help HR. The HCPA School Board will review and adopt an annual hiring placement schedule in alignment with the annual budget. The budget is based on governmental funding, current and projected enrollment, inflation, the school's financial position, and forecasted operating income or losses. All year round staff would receive a 3% salary increase for next year.</p>	
Motion:	Motion to approve the Year-Round Staff 24-25 Pay Schedule and Increase Proposal	
Made by:	1 st : Sonya Zuker	2 nd : Ge Vang
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang, Christine Smith	



Action:	Motion passed
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FINANCE COMMITTEE

Agenda Item:	School Year Staff Increase Proposal	
Notes:	Year round staff would receive a 3% salary increase for next school year at the discretion of the School's designated Administrator(s).	
Motion:	Motion to approve the Year-Round Staff 24-25 Pay Schedule and Increase Proposal	
Made by:	1 st : Ge Vang	2 nd : Christine Smith
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang, Christine Smith	
Action:	Motion passed	

FINANCE COMMITTEE

Agenda Item:	2024-25 Sign-On and Referral Stipends	
Notes:	<p>Keeping the same sign-on and referral stipends from last year.</p> <p>Stipends are paid by the June 30th payroll of the school year conditional on completing the contract. Shall apply to new hires and new teachers starting the school year 2024-2025.</p> <p>Note: If hired after March 31, 2025 the sign-on stipend will be pro-rated so that half will be paid by June 30, 2025 and the other half will be paid out by December 31, 2025.</p>	
Motion:	Motion to approve the 2024-25 Sign-On and Referral Stipends	
Made by:	1 st : Ge Vang	2 nd : Brent Ness
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang, Christine Smith	
Action:	Motion passed	

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FINANCE COMMITTEE

Agenda Item:	Summer School Pay Rates	
Notes:	Did not have a written policy on summer school pay rates in the past. SPPS is paying our teachers \$30/hr this year (a \$5 decrease from last year). The Summer School coordinators proposed for HCPA to pay the difference (\$5) to honor the \$35 pay rate from last year.	
Motion:	Motion to approve the Summer School Pay Rates 2023-24	
Made by:	1 st : Ge Vang	2 nd : Brent Ness
Voted Yea: 7	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang, Christine Smith	

All that a school should be.



Voted Nay: 0 Abstain: 0	
Action:	Motion passed

FINANCE COMMITTEE

Agenda Item:	K-12 Elior/A'viands Contract	
Notes:	We have been partnering with Elior/A'viands for many years. Presented a contract renewal with them.	
Motion:	Motion to approve the K-12 Elior/A'viands Contract	
Made by:	1 st : Sonya Zuker	2 nd : Christine Smith
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang, Christine Smith	
Action:	Motion passed	

FINANCE COMMITTEE

Agenda Item:	Approval of 990	
Notes:	Our annual tax return. Need approval to sign and get it filed.	
Motion:	Motion to approve the 990	
Made by:	1 st : Ge Vang	2 nd : Daniel Schmidt
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang, Christine Smith	
Action:	Motion passed	

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SCHOOL ADMINISTRATION

Agenda Item:	Academic Report
Notes:	<p>Elem: Instructional team is starting to plan for next school year. Our math team has been diving into dialogue and reading centered on effective mathematics practices.</p> <p>Secondary: Instructional team has been meeting to carve out time to plan for the remainder of the school year as well as begin to plan for next school year.</p> <p>Testing: We are in testing season and will be doing MCA's and Fastbridge testing</p> <p>Technology: Getting ready for summer school, chromebook check-in and teacher laptop check-in</p> <p>Enrollment: Current enrollment as of 4/16/2024 is 2471.</p> <p>Facilities: Removed the large damaged mural in the North Cafeteria and repaired and repainted the wall. Prepping for Dome take-down the week of May 20.</p>

All that a school should be.



	<p>HR/Business: Successful job fair was hosted. Performance evaluations are trickling in and renewal letters will be going out.</p> <p>Counseling: 98% ACT participation rate. At the moment, 85% of our seniors are on track for graduation.</p> <p>SPED: Special education teachers, leaders, and related service providers, along with the school psychology team, completed a 3-part series of PLC sessions on the topic of Behavior Intervention Plans (BIPs)</p>
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SCHOOL ADMINISTRATION

Agenda Item:	Strategic Planning Updates
Notes:	Board members took time to review the Strategic Planning Updates and had discussions on questions and comments that they had. Goals revolve around the community, physical environment, operations, finances, curriculum and instruction, and faculty and staff. Ms. D will bring questions and comments back to the Strategic Planning team.

SCHOOL ADMINISTRATION

Agenda Item:	ZenEducate Contract	
Notes:	We've been partnering with ZenEd for about two years. The partnership has been going well. We would like to continue with them for our para and SPED subs for another year.	
Motion:	Motion to approve the ZenEducate Contract	
Made by:	1 st : Sonya Zuker	2 nd : Daniel Schmidt
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang, Christine Smith	
Action:	Motion passed	

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ADJOURN

Agenda Item:	Adjourn	
Notes:		
Motion:	Motion to adjourn the 4.24.24 Board Meeting at 6:55PM.	
Made by:	1 st : Ge Vang	2 nd : Christine Smith
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Aly Xiong, Daniel Schmidt, Brent Ness, Sonya Zuker, Ge Vang, Christine Smith	
Action:	Motion passed	

The Board Meeting adjourned at 6:55PM.