

## HCPA Governance Committee Meeting Agenda and Minutes

Mon. Feb 10th, 2025  
3:30PM - 5:00PM

**In Person Meeting in the Boardroom**

**Join by Zoom Meets Using the Link below:**

Provided by Susan Vang: <https://umn-private.zoom.us/my/susanv>

**Updated** [Committee Calendar for 2024-2025](#) Updated  
[School Board Calendar For 2024-2025](#)  
[Board Policies to review](#) (Link to use)

[Yearly Roles and Responsibilities  
Committee Members](#)

**Mission/Vision Statement:** HCPA’s mission is to provide the best integrated, challenging, and well-rounded educational experience to students in grades K-12.

<p>Call to Order at Attended by: Susan Vang, Heidi Pendroy, Kaethe Eltawely, David Thompson, Pa Kou Vang, Kiersten Sloneker 4:00pm</p> <p>Unable to attend: <a href="#">Daniel Schmidt</a>, <a href="#">Kyle Seeley</a> Both had Prior commitments Joseph Norby-White, Andrea Touhey</p>	<p><b>Actions Needed</b></p>	<p><b>Time Allotted</b></p>
<p>1. Consent Approval of agenda a. Approved</p>	<p><b>Vote:</b> Yeah_5_ Nay_0_ Ab._0_</p>	
<p><b>Next Meeting:</b> Monday Mar 10, 2025 at 3:30pm using Susan Vangs zoom link</p>		
<p>2. Updates from last school board meeting on Wednesday Jan. 22nd 2025</p> <ul style="list-style-type: none"> <li>• Sent to Lawyers <a href="#">Naming school building and facility</a> <ul style="list-style-type: none"> <li>○ No concerns by Legal</li> <li>○ Send to Board</li> </ul> </li> </ul> <p><b>Next school board meeting:</b> Feb. 26th, 2025</p>	<p><b>Update</b></p>	<p>10 m</p>
<p>3. <b>Notes From Jan 22, 2025 Boards Meeting</b></p> <p><b>Passed by Board at Jan 22, 2025 Meeting</b></p>		

<ul style="list-style-type: none"> <li>• <a href="#">Board School Wide Events /Board Event Participation</a></li> <li>• <a href="#">Use of Internet policy:</a></li> <li>• <a href="#">Facility use of school</a></li> <li>• <a href="#">210.2 Conflict of Interest for HCPA employees</a></li> <li>• <a href="#">2.3.0: Committees of the Board</a></li> <li>• <a href="#">104 HCPA Mission and Vision</a></li> </ul>		
<p>4. <a href="#">Sub Committee up dates from Jan 2025</a> <a href="#">Group 1</a></p> <ul style="list-style-type: none"> <li>• <a href="#">203.2 Order of Regular School Board meeting</a> <ul style="list-style-type: none"> <li>○ Add legal reference</li> </ul> </li> </ul> <p><a href="#">Group 2</a></p> <ul style="list-style-type: none"> <li>• <a href="#">4.5.1 Equal Opportunity Non-Discrimination</a> New number <ul style="list-style-type: none"> <li>○ Send to Legal</li> <li>○ Should we review the title for the policy? “Equal Opportunity / Non-Discrimination”. Would renaming the policy leave a gap for an anti-harassment policy? The policy doesn’t seem to address anti-harassment.</li> </ul> </li> </ul> <p>* <a href="#">428 Whistleblower</a> Using <a href="#">BlueSky</a> *Send to board</p> <ul style="list-style-type: none"> <li>• <a href="#">506 Student Discipline Policy</a> Added Section 15</li> </ul> <p><b>All Policies can be sent to the Feb. board meeting.</b> <b>Send</b> <a href="#">203.2 Order of Regular School Board meeting</a> and <a href="#">4.5.1 Equal Opportunity Non-Discrimination</a> to <b>Legal before sending to the board.</b></p>	<p><b>Update</b> <b>Vote:</b> Yeah_5_ Nay_0_ Ab.__0_</p>	<p>40 m</p>
<p>5. <a href="#">215 Board Election</a></p> <ul style="list-style-type: none"> <li>• Table until Neo has their Jan meeting</li> </ul> <p>Tabled from Meeting Jan</p> <ul style="list-style-type: none"> <li>• Neo will let us know if there are any changes this summer.</li> <li>• Minnesota School Board Association Policy: <a href="https://mnmsba.org/membership/legal-requirements-for-school-board-members/">https://mnmsba.org/membership/legal-requirements-for-school-board-members/</a></li> <li>• Language/grammar changes</li> <li>• Section 3 Subsections A. 4. Check with Ms. D and Legal</li> <li>• Section 4 Subsections C. 3. Change language about what at community member is - reference legal requirements</li> </ul> <p><b>Send to Legal then to board</b></p>	<p><b>Discussion</b> Tabled from Meeting Jan</p> <p><b>Vote:</b> Yeah6__ Nay_0_ Ab._0_</p>	<p>15 m</p>
<p>6. <a href="#">203 Operation of the school Board</a></p> <ul style="list-style-type: none"> <li>• Table until Neo has their Jan meeting</li> </ul> <p>Tabled from Meeting Jan</p>	<p><b>Discussion</b></p>	<p>15 m</p>

<ul style="list-style-type: none"> <li>•</li> </ul>	Tabled from Meeting Jan <b>Vote:</b> Yeah_6_ Nay_0_ Ab._0_	
<p>7. Election Calendar/Timeline: Mai Zer says it looks good</p> <p><a href="#">24-25 Election calendar</a>  <a href="#">Election Policy</a></p> <ul style="list-style-type: none"> <li>• Send the 24-25 election calendar to Mai Zer to make sure that the dates are following the policy.</li> <li>• Table until Neo has their Jan meeting</li> </ul> <p>Tabled from Meeting Jan</p> <ul style="list-style-type: none"> <li>• Move March 10th meeting Moved to the 17th Due to Board election Nominee Candidate Packets</li> <li>• Change dates on page 7-Susan</li> <li>• Fix dates on July's Calendar</li> </ul>	<b>Discussion</b> Tabled from Meeting Jan <b>Vote:</b> Yeah_6_ Nay__0_ Ab._0_	15 m
<p>8. <a href="#">210.2 Conflict of Interest for HCPA employees</a>          Chong Her said we have to have both Nepotism 426 and Conflict of interest 210.2</p> <p>Old Notes from Jan</p> <ul style="list-style-type: none"> <li>• Sloppy: this has a signature part</li> <li>• Send to Chong Her in HR             <ul style="list-style-type: none"> <li>○ Form and policy be rolled into one?</li> <li>○ Can we combine this or into <a href="#">Nepotism policy 426</a></li> </ul> </li> <li>• Same as policy 426: that was approved in September</li> <li>• Ask Dan to clarify with Chong</li> </ul>	<b>Update</b> <b>Vote:</b> Yeah_6_ Nay_0_ Ab._0_	15 m
<p>9. <a href="#">Feb Sub committee Meeting</a></p> <ul style="list-style-type: none"> <li>• Look for an email from the sub committee chair.</li> <li>• Agenda will be linked in in March's meeting and in the email that will go out.</li> </ul>		
<p><b>Notes to bring to the board:</b></p> <ul style="list-style-type: none"> <li>• Send to Legal             <ul style="list-style-type: none"> <li>○ <a href="#">215 Board Election</a></li> <li>○</li> </ul> </li> <li>• Send to February Board meeting</li> </ul>		

<ul style="list-style-type: none"> <li>○ <a href="#">Naming school building and facility</a></li> <li>○ <a href="#">203 Operation of the school Board</a></li> <li>○ <a href="#">24-25 Election calendar</a></li> <li>○ <a href="#">Election Policy</a></li> </ul>		
<b>Adjourn at 4:48 pm</b>	<b>Vote:</b> Yeah_6_ Nay_0_ Ab._0__	

**Policies and Agenda Item labels are**

**Vote** (needs to be finalized and send to board)

**Send to Board/Lawyers** (to get looked at or approved for next steps)

**Passed by Board**

**Review** (came from board/lawyer, check for changes)

Discussion (Feedback),

Update (Information)

**Tabled to Next Meeting**

**Tabled from last meeting**

**The policy format the Governance Committee has agreed on is:**

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