

HCPA Board of Directors Meeting Minutes

DATE: Monday June 23, 2021

TIME: 4:00 PM

LOCATION: Zoom Meeting

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

MINUTES: Lisa Bonko

TYPE OF MEETING: HCPA Board Meeting

FACILITATOR: Crystal Robideau, HCPA Board Chair

HCPA Board Chair Crystal Robideau called the meeting to order at 4:04 PM.

Roll Call:

Y	N	Name
X		Crystal Robideau - Board Chair
X		Jason Helgemoe - Board Vice Chair
X		Christy Yong Vang - Treasurer
X		Fue Vue – Board Member
X		Maisian Schiung – Board Member
X		Dr. Christianna Hang - Staff
X		John Duffey – School Counsel
X		Shauro Bagchi, School Counsel

Motion: Approve June 23, 2021 Board Agenda	Motion - Crystal Robideau	2 nd – Christy Yong Vang
Motion was approved by roll call vote: Crystal Robideau - Yes Jason Helgemoe - Yes Maisian Schiung – Yes Christy Yong Vang – Yes Fue Vue - Yes		

Motion: To close the Board of Education meeting and continue as a closed meeting under the attorney-client privilege to discuss strategies for legal claims related to investment.	Motion - Crystal Robideau	2 nd – Christy Yong Vang
Motion was approved by roll call vote: Crystal Robideau - Yes Jason Helgemoe - Yes Maisian Schiung – Yes Christy Yong Vang – Yes Fue Vue - Yes		

Motion: To conduct the remainder of the meeting as an open meeting.	Motion – Crystal Robideau	2 nd – Fue Vue
Motion was approved by roll call vote: Crystal Robideau - Yes Jason Helgemoe - Yes Maisian Schiung – Yes Christy Yong Vang – Yes Fue Vue - Yes		

Open Meeting Attendees:

Y	N	Name
X		Crystal Robideau - Board Chair
X		Jason Helgemoe - Board Vice Chair
X		Christy Yong Vang - Treasurer
X		Fue Vue – Board Member
X		Maisian Schiung – Board Member
X		Dr. Christianna Hang - Staff
X		Danijela Duvnjak - staff
X		Krista Skoglund Carlson - staff
X		Jenee Nordstrom-Andersen - staff
X		Mariah Mercil - staff
X		Cecelia Lee - staff
X		Lisa Bonko - Consultant
X		Heather Ross – Bethel University
X		Mindy Wachter – Bergan KDV
X		Nick Taintor, Bergan KDV
X		Fu Hang - FM Group LLC

HCPA Board Chair Crystal Robideau called the open session of the meeting to order at 4:44 PM.

AGENDA ITEMS
Consent Agenda Items Review/Approve

ACTION	ACTION TAKEN BY	
Motion: Approve May 24, 2021 Board Minutes	Motion - Crystal Robideau	2 nd – Maisian Schiung
Motion was approved by roll call vote: Crystal Robideau – Yes Jason Helgemoe - Yes Maisian Schiung – Yes Christy Yong Vang – Yes Fue Vue – Yes		

School Operations

For review only		
Phase V Project Expansion		
<p>NOTES:</p> <ul style="list-style-type: none"> • Middle school tasks completed: Gym roofing and gym track installed and poured, stud framing completed, bathroom masonry done, all flooring poured. • Middle school in progress: permanent power in progress, ongoing masonry, sheetrock and sprinkler pipes in progress, exterior brick to follow. • Existing building renovations (A and B): Skylight installed, removal of existing staircase in Area B, all exterior steel done. • Commencing, duckwork, roofing. • Removal and replacement of Area B flooring (lunch room) finalized with potential labor savings of \$10K. • Finalization of traffic study completed and approved. • Northside Skyway trusses installed 6//12/21 with ongoing work on encloser (exterior framing) and flooring. • HCPA working with Mortenson and the steel contractor, Superior, in resolving unpaid invoices with its steel fabricator, Camelot Steel and its suppliers with respect to the Construction Budget. <p>Upcoming Activities</p> <ul style="list-style-type: none"> • Keying system new school and renovations approval. • Ongoing planning of additional wardrobe lockers in Middle School hallway - pricing. • Enclosures for both Middle School and Existing building is next major to do list. 		
2020-21 Academic Presentation		
<p>NOTES:</p> <ul style="list-style-type: none"> • <u>Elementary</u> • New Technology and Structures <ul style="list-style-type: none"> ○ Seesaw (K-2) ○ Schoology (3-5) ○ iPads (1-to-1 for all K-2 Students) ○ New Programs and Resources (Zoom, Kami, ClassKick, Screencastify, etc.) • This school year, an additional 30 teachers/staff received Language Essentials for Teachers of Reading and Spelling (LETRS) Professional Development and Training - Developing teachers' content knowledge in the Science of Reading, in order to increase quality of instruction and student achievement. 		

<ul style="list-style-type: none"> • <u>Secondary</u> • English - <ul style="list-style-type: none"> ○ Grade level English teams met every other week with EL teachers to align curriculum and assessments. Feedback from teachers was that these meetings were beneficial and helped our EL teachers to pre-teach and reinforce grade level expectations. ○ HS ELA began work with the new 2020 MN ELA Standards. • Math - <ul style="list-style-type: none"> ○ Teachers collaborated with SpEd teachers to develop individualized plans for students with IEP goals. • Science - <ul style="list-style-type: none"> ○ Teachers met as grade level teams to review the new standards, develop next year’s scope and sequence and common assessments. Grades 6-7, 10-12 will implement new standards Fall 2021. Grades 8 and 9 will implement new standards in 2022. • Social Studies - <ul style="list-style-type: none"> ○ Teachers worked toward their department goals: ○ MS: As social studies educators we are developing young minds to think critically about the ever evolving world around them. ○ HS: Through various mediums of exploration we are educating global citizens to be more empathetic and inquisitive of the world around them. • ELL Program - <ul style="list-style-type: none"> ○ ELL teachers completed LETRS (Language Essentials for Teachers of Reading and Spelling) professional development this year. Early data suggests our students are increasing accuracy (fewer word errors) while reading as a result of integrating the science of reading into instruction. • <u>Summer School 2021</u> • Record enrollment for on-site Summer School • Summer School Goal: Provide students with rich content driven experiences and high quality instruction in order to offset learning loss due to COVID-19 and distance learning. • Focus on enrichment • Field Trips for K-12 • Testing new curriculum and resources • Social emotional learning 		
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Financial Reports

ACTION	ACTION TAKEN BY	
Motion: To adopt the FY 20 Financial Audit Report	Motion – Crystal Robideau	2 nd – Christy Yong Vang
Motion was approved by roll call vote: Crystal Robideau – Yes Jason Helgemoe - Yes Maisian Schiung – Yes Christy Yong Vang – Yes Fue Vue – Yes		
Motion: To adopt the 2021-2022 budget as presented: □ General Fund: Revenues of \$33,735,445 and Expenditures of \$33,690,326. □ Food Service Fund: Revenues of \$1,470,700 and Expenditures of \$1,887,313	Motion – Crystal Robideau	2 nd – Christy Yong Vang
Motion was approved by roll call vote: Crystal Robideau – Yes Jason Helgemoe - Yes Maisian Schiung – Yes Christy Yong Vang – Yes Fue Vue – Yes		
Motion: Accept the May 2021 YTD Financials	Motion – Crystal Robideau	2 nd – Fue Vue
Motion was approved by roll call vote: Crystal Robideau – Yes Jason Helgemoe - Yes Maisian Schiung – Yes Christy Yong Vang – Yes Fue Vue – Yes		
Motion: Approve the Bergan KDV 3 Year Contract	Motion – Crystal Robideau	2 nd – Maisian Schuing
Motion was approved by roll call vote: Crystal Robideau – Yes Maisian Schiung – Yes Christy Yong Vang – Yes Fue Vue – Yes		

School Operations

Motion: Accept the election results to nominate Christy Yong Vang and Jason Helgemoe to their board seats	Motion – Crystal Robideau	2 nd – Maisian Schuing
Motion was approved by roll call vote: Crystal Robideau – Yes Maisian Schiung – Yes Christy Yong Vang – Yes Fue Vue – Yes		

Motion: Approve the updated policies as presented	Motion – Crystal Robideau	2 nd – Fue Vue
Motion was approved by roll call vote: Crystal Robideau - Yes Maisian Schiung – Yes Christy Yong Vang – Yes Fue Vue – Yes		
Motion: Approve the 2021-22 Board Meeting Calendar	Motion - Crystal Robideau	2 nd – Christy Yong Vang
. Motion was approved by roll call vote: Crystal Robideau – Yes Maisian Schiung – Yes Christy Yong Vang – Yes Fue Vue – Yes		
Discussion: Board Self Evaluation and Working Session		

Motion: To adjourn the meeting	Motion- Crystal Robideau	2 nd – Maisian Schuing
The meeting adjourned at 6:22 PM Motion was approved by roll call vote: Crystal Robideau – Yes Maisian Schiung – Yes Christy Yong Vang – Yes Fue Vue – Yes		