

HCPA Board of Directors Meeting Minutes

September 25, 2019

HCPA Members Present:

Fu Hang, Board Secretary – via the phone
Jason Helgemoe, Board Vice Chair, Community Seat
Crystal Robideau, Board Chair, Teacher Seat
Vue Thaow, Board Member
Kalc Vang, Board Member
Fue Vue, Board Chairman
Christy YongVang, Board Treasurer, Parent Seat – via the phone

HCPA Members Absent:

Ex Officio Member Present:

Dr. Christianna Hang, Superintendent

Guests:

Lisa Bonko, HCPA Marketing and Special Projects Consultant
Heather Johnson Ross - Partner Liaison from Bethel
Jonathon Krowne, Charter School Consultant
Alicia Frernd, Guest

Staff:

Pao Yang, Chief Operating Officer
Danijela Duvnjak, Director of Teaching and Learning Grades 6-12
Krista Skoglund Carlson, Director of Teaching and Learning Grades K-5
Linda Mannhardt, Assistant Director of Curriculum and Programs
Kong Xiong, Special Ed Paraprofessional

Call to Order:

Board Chairwoman Crystal Robideau called the meeting to order at 4:10 PM.

Old Agenda Items:

Approval of September 25, 2019 Agenda and July 24, 2019 HCPA Board Meeting Minutes:

Call for the approval of the September 25, 2019 HCPA Board Agenda and July 24, 2019 Board Meeting Minutes

Motion by Mr. Kalc Vang, seconded by Mr. Vue Thaow to approve the September 25, 2019 Board Agenda and July 24, 2019 Board Meeting Minutes. The motion carried.

2018/2019 Academic Year HCPA Academic Report and Upcoming Year Plans

Ms. Duvnjak, Ms. Skoglund Carlson and Ms. Mannhardt presented a recap 2018/19 results and 2019-20 plans.

6-12 Program Highlights – 2018-19

- Summer training

- Nearly full inclusion for SPED students in Math and English
- Robotics program
- Individualized coaching
- Expanded reading intervention programs
- 9th grade pilot – Support for long term Els
- Summer school literacy program

2019-20 Program Updates for grades 6-12

- Language objectives across all content areas
- New ELL coordinator
- New Middle School Dean of Students
- Additional grade level support meeting (2 times/month)
- Pilot programs – TELL (ELL testing) and Reading Plus (Reading intervention)
- Tiered behavioral support system

K-5 Academic Highlights – 2018-19

- Professional Learning Communities
- Prioritized Standards – how they align K-5
- Targeted Instruction Time for Students
- Individualized Coaching
- Tier 3 Intervention – more strategic, robust and targeted
- Increased use of Fast Bridge Assessments

K-5 Professional Learning

- Multi-Tiered Systems of Support
- PLC's
- LETRS – only a few schools in the state were selected to participate in this program
- Phonics every day
- Reading and writing strategies
- FastBridge
- MinneTesor

2019-20 Program Updates for grades K-5

- 2 ELL teachers assigned to each grade level
- K-1 Bootcamp – focus on skills learned at the pre-school level
- Coaching cycles – 4-week cycle working with teachers
- Tier 2 and Tier 3 student interventions
- Afterschool reading program for grades 3-5
- K-2 phonics program

Finance Committee Updates on the Teacher Placement Scale and Benefit Packet

Dr. Hang and Lisa Bonko updated the board on the progress of the finance committee regarding the current benefit package and salary scales.

The committee has completed the following:

- Detailed analysis of teachers who left based on position, salary level, HCPA years of experience
- Competitive research of surrounding districts including salary scales, % increases by step and incremental tables
- Comparison of starting and ending salaries for all degree levels - HCPA vs. the average of nine surrounding districts.

Phase 5 Updates

Dr. Hang reviewed several financing options for the proposed phase 5 project:

- Traditional bonding with the city of St. Paul HRA office
- Bank qualified loan
- Equitable facilities funds

The board discussed the options and concluded to table the discussion and call a special combined HERC/HCPA board meeting

New Agenda Items:**Resolution to Approve Creation of HCPA Foundation and Non-Profit Service Organization**

Mr. Jonathan Krowne presented the advantages of creating a foundation and related non-profit service organization that would support HCPA. Some of the benefits of a foundation could include:

- Student college scholarships
- Funding personnel to research the best strategies for college placement and retention
- Alumni tracking and support
- Sponsoring additional college visits
- Building Science labs

The board discussed the advantages, related costs, liability and legality of district support of a foundation.

Motion by Mr. Kalc Vang, "I motion to move forward researching the legality and projected costs including budgets regarding the creation of a foundation and non-profit service organization."

Ms. Crystal Robideau seconded the motion. The motion passed.

Financial Reports:**Community Eligible Provision Food Program Fund Transfer**

Background: When agreeing to operate the school nutrition program under the Community Eligibility Provision, the school agrees to pay, from sources other than federal funds, the costs of serving breakfast and lunches that are in excess of the federal assistance received, including federal cash reimbursement. The amount determined for the school year ended June 30, 2019 is \$229,824.42 which requires a transfer from the General Fund to the Food Service Fund.

Motion by Ms. Crystal Robideau, "I move to authorize the transfer from the General Fund to the Food Service Fund in the amount of \$229,824.42 in accordance with the requirements of the Community Eligibility Provision."

The motion was seconded by Mr. Vue Thaow. The motion passed.

New Provision II Food Program

To be eligible for the Community Eligibility Program a school must have 65% of their students eligible for free lunch; HCPA has dropped to 62%. Consequently, the school must now pay for the differential. Dr. Hang is researching options for other food program provisions that would best benefit HCPA students.

State Fair Fundraiser Report

Mr Yang provided a recap of profits, volunteers, paid workers and the student activities/committees who participated in the HCPA parking lot fundraiser. The total profit was \$39,698 which will be distributed to the committee accounts based on the hours each of the groups worked.

School Operations and Policies:**Bethel Charter Contract Renewal Timeline**

Dr. Hang provided an update on the Bethel contract renewal process. The application was submitted to Bethel on August 1 and renewal site visit is scheduled for November 19, 2019. The final determination including academic and non-academic goals will be established in January.

Board of Governance:

Mr. Fu Hang announced his resignation from the HCPA board.

Motion by Mr. Jason Helgemoe and seconded by Mr. Thaow to accept the resignation of Mr. Fu Hang from the HCPA Board of Directors. The motion passed.

Adjournment:

Board Chairwoman Crystal Robideau called for a motion to adjourn the meeting at 6:55 PM.

Motion by Mr. Jason Helgemoe seconded by Mr. Kalc Vang to adjourn the meeting. The motion carried.