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## **HCPA Board of Directors Meeting Minutes March 20, 2019**

### **HCPA Members Present:**

*Jason Helgemoe, Board Vice Chair, Community Seat  
Crystal Robideau, Board Secretary, Teacher Seat  
Fue Vue, Board Chairman  
Vue Thaow, Board Member*

### **HCPA Members Absent:**

*Fu Hang, Elected Board Member  
Kalc Vang, Board Member  
Christy YongVang, Board Treasurer, Parent Seat*

### **Ex Officio Member Present:**

*Dr. Christianna Hang, Superintendent*

### **Guests:**

*Lisa Bonko, HCPA Marketing and Special Projects Consultant  
Heather Johnson Ross - Partner Liaison from Bethel – via a phone conference call  
Christina Wordes, Bergen KDV*

### **Staff:**

*Pao Yang, Chief Operating Officer  
Natalie Iverson, HS and MS EL Teacher*

### **Call to Order:**

Chairman Fue Vue called the meeting to order at 4:06 PM and read HCPA's Mission/Vision Statement.

### **Consent Agenda Items:**

#### **Approval of March 20, 2019 Agenda and February 27, 2019 HCPA Board Meeting Minutes:**

Call for the approval of the March 20, 2019 HCPA Board Agenda and February 27, 2019 Board Meeting Minutes

*Motion by Mr. Jason Helgemoe, seconded by Ms. Crystal Robideau to change the April/May board meeting to May 22, 2019, approve the February 27, 2019 Board Minutes and approve the March 20, 2019 Board Minutes as submitted. The motion carried.*

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## **New Agenda Items:**

### **Financial Reports:**

#### **February Year-to-Date Financial Reports**

Dr. Hang and Ms. Christina Wordes presented the February Year-to-Date Financial Report.

Highlights of their presentation include:

- The beginning balances shown on the Balance Sheet are based on the audited actual ending information as of June 30, 2018 while the ending balances reflect the YTD balances.
- Certificate of Deposits represents CD's that have been purchased through Western Bank. As of February 28, we have \$500,000 invested in Certificates of Deposit.
- Federal Aids Receivable represent funds owed to the school for Title and Special Ed
- The beginning Fund Balance amount of \$12,098,932 represents the Fund Balance as of July 1, 2018. This fund balance represents approximately 45% of total annual expenditures. This will enable Hmong College Prep Academy to maintain normal operations even with the state holdback.
- The report shows the prior year activity on an audited bases, adopted budget, working budget, year to date activity (revenue and expenditures) and percent of year to date activity as compared to the working budget. Year to date revenues exceed expenditures in total by \$1,317,319. The YTD surplus will fluctuate throughout the year.
- Our original budget projected an increase of \$534,176 while the working budget projects a deficit of \$2,218,977 with the proposed plan for additional building improvements. The original budget was based on enrollment of 2,050 and the working budget is based on enrollment of 2,160.

*Motion by Mr. Jason Helgemoe, seconded by Ms. Crystal Robideau to accept the February Year-to-Date Financial report as presented by Dr. Hang and Ms Christina Wordes. The motion passed.*

### **School Business Operations:**

#### **2019-20 School Calendar**

Dr. Hang reviewed the proposed 2019-20 school year calendar. The new calendar reflected the following:

- Built in professional development days
- Early release days – students leave at 11 am
- No parent connection days, instead grade level parent nights
- Lunch schedules
  - Elementary will be similar to 2018-19
  - Secondary – proposing one time for MS and one time for HS
- District is approved for five days of online learning from MDE in case of inclement weather

The board discussed MEA Friday and determined it would be a non-school day for all students, staff and teachers.

*Motion by Ms. Crystal Robideau, seconded by Mr. Vue Thaow to accept the 2019-20 school calendar as presented, with the addition of MEA Friday as a non-school day for all students, staff and teachers by Dr. Hang. The motion passed.*

## **Phase V - Skyway, MS Remodel or New MS Building – Updates/Continue Discussion**

Dr. Hang led the discussion regarding options for a Phase V building project.

- A new bridge connecting the school, athletic fields, dome and buses.
- Remodel portion of the existing building and build an additional gym
- New middle school and gym

The board discussed the benefits, disadvantages and costs of all options.

## **Easement Issue for Higher Ground Academy**

Higher Ground Academy approached HCPA regarding carving out a 10-foot easement for them. The board discussed the potential ramifications regarding the easement. The Board agreed to not pursue a 10-foot easement. Dr. Hang has not heard back from Higher Ground regarding the easement.

## **Governance Report:**

### **2019 Board Seats up for Elections**

- Crystal Robideau (Teacher Seat; Seat A)
- Vue Thaow (Parent Community Seat; Seat D)
- Fu Hang (Parent Community Seat; Seat G)

### **Committee for Board Elections – Board Nominating Committee**

- Christy VongYang
- Lisa Yang
- Fue Vue

## **Adjournment:**

Chair Fue Vue called for a motion to adjourn the meeting at 5:19 PM.

*Motion by Mr. Vue Thaow seconded by Mr. Jason Helgemoe to adjourn the meeting. The motion carried.*