

HCPA/HERC Combined Board of Directors Meeting Minutes

DATE: Wednesday May 6, 2020

TIME: 4:00 PM

LOCATION: Go To 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.

MINUTE TAKER: Lisa Bonko

TYPE OF MEETING: Regular Combined Board Meeting

FACILITATOR: Crystal Robideau, Board Chair

ATTENDEES:

Y	N	Name
X		Crystal Robideau - Board Chair
X		Jason Helgemoe - Board Vice Chair
X		Christy Yong Vang - Treasurer
X		Vue Thaow
X		Kalc Vang
X		Fue Vue
	X	Maisian Schiung
X		Dr. Christianna Hang - Staff
X		Mr. Paul Yang - Staff
X		Lisa Bonko - Consultant
X		Heather Ross – Bethel Liaison
X		Christina Wordes – Bergen KDV
X		Krista Skoglund - Staff
X		Danijela Duvnjak Staff
X		Wendy Morina – HR Consultant

Board Chair Crystal Robideau called the meeting to order at 4:05 PM.

AGENDA ITEMS

Consent Agenda Items Review/Approve

ACTIONS	ACTION TAKEN BY	
Approve May 6, 2020 Board Agenda	1 st – Fue Vue	Motion Passed
	2 nd – Kalc Vang	All members voted yes
Approve March 18, 2020 Board Minutes	1 st – Christy Yong Vang	Motion Passed
	2 nd – Vue Thaow	All members voted yes
Approve March 27, 2020 Board Minutes	1 st – Christy Yong Vang	Motion Passed
	2 nd – Crystal Robideau	All members voted yes

Old Agenda Items:

Phase V Project	ACTION TAKEN BY	
Updates on Phase V Project		
NOTES: <ul style="list-style-type: none"> • HCPA has received a <u>Positive Review and Comment & Approval</u> from the Dept of Education given us permission to move forward with PHASE 5 EXPANSION PROJECT. • Bond Budget will be revised based on current student enrollment of 2350 (not 2400 students) • Need to secure S & P rating • Follow-up and seek Mitra Nelson (Councilmember in ward 4) to sponsor our Conduit Bond for Phase 5 Project. Without her sponsorship, our conduit bond will not be heard at the City Council Board Meeting. The goal is to get on HRA City Council and Port Authority board meetings during the month of May or June – to meet the Construction Timeline that will start in August 		

New Agenda Items:

ACTIONS	ACTION TAKEN BY	
<u>School Operations & Policies</u>		
HCPA Distance Learning Plan –UPDATE		
NOTES: <ul style="list-style-type: none"> • All schools in the state of MN were ordered by the Governor to close due to the Covid-19 outbreak. • Mrs. Duvnjak the 6-12 Director of Teaching and Learning updated the board regarding online learning <ul style="list-style-type: none"> ○ Team looked at each grade level and student progress/engagement ○ End of year planning includes graduation, returning chromebooks and 2020-21 planning • Ms. Krista Skogland, the K-5 Director of Teaching and Learning, updated the board regarding the planning teachers have undergone over the past week. <ul style="list-style-type: none"> ○ Students in grades 3 through 5 checked out Chromebooks 		

<ul style="list-style-type: none"> ○ K-2 students are utilizing paper and pencil learning packets 86% were distributed on the first day ● Parents appreciate the support teachers have been giving them ● Teachers and staff are trying to connect with kids to support them socially and emotionally ● Team has been posting videos to let kids/families know we care for them ● On Monday's families will be able to pick up five days of breakfast and lunch 		
--	--	--

School Operations & Policies	ACTION TAKEN BY	
Approve New Benefit Package	1 st – Crystal Robideau	Motion Passed
	2 nd – Kalc Vang	All members voted yes
NOTES: <ul style="list-style-type: none"> ● Ms. Wendy Morina presented to the board the new benefit plans ● Change of Agent from Dyste Williams to Marsh and McLennan (MMA) on 5/1/20 ● New audit processes being implemented to ensure proper benefits management ● 2021 renewals may be subject to premium hikes due to current COVID situation ● Medical Insurance – 6 plans currently in Health Partners Network → Moving to 3 plans within Health Partners network <ul style="list-style-type: none"> ○ We are saving over \$5000k in premium costs by going to smaller choice of plans ○ Employees will see 9% increase with more comprehensive coverage ● Dental Insurance – one plan ● Ancillary Benefits to remain the same ● Long Term Disability Coverage ● Open Enrollment meeting on May 14th ● Open Enrollment to commence on May 18-22 for Health, Dental and Ancillary Products ● HCPA is approaching MMA for review of retirement plan options for employees other than PERA and TRA – Enrollment discussions late summer/early fall potentially 		

Financial Reports	ACTION TAKEN BY	
Approve March Year-to-date Financials		Motion Passed
I make a motion to revise the 2019-2020 budget as presented: <ul style="list-style-type: none"> • General Fund: Revenues of \$31,118,008, Expenditures of \$26,549,288, Other Financing Sources of \$282,906, and Capital Lease of \$282,906. • Food Service Fund: Revenues of \$1,425,721 and Expenditures of \$1,351,842. 	1 st – Kalc Vang 2 nd – Christy Yong Vang	All members voted yes
NOTES: <ul style="list-style-type: none"> • Ms. Christina Wordes and Dr. Hang presented the March year-to-date financials • The beginning Fund Balance amount of \$14,979,133 represents the Fund Balance as of July 1, 2019. This fund balance represents approximately 54% of total annual expenditures. This will enable Hmong College Prep Academy to maintain normal operations even with the state holdback. • The original budget projected a decrease in fund balance of \$1,502,212 while the proposed revised budget projects an increase of \$4,642,599. The original budget was based on enrollment of 2,175 and the proposed revised budget is based on enrollment of 2,307. 		

Financial Reports	ACTION TAKEN BY	
Approve Updated Long-Range Budget Model		Motion Passed
I make a motion to adopt the 2020-2021 original budget as presented: <ul style="list-style-type: none"> • General Fund: Revenues of \$31,911,592 and Expenditures of \$31,684,891. • Food Service Fund: Revenues of \$1,449,000 and Expenditures of \$1,449,000. 	1 st – Crystal Robideau 2 nd – Kalc Vang	All members voted yes
NOTES: <ul style="list-style-type: none"> • Ms. Christina Wordes and Dr. Hang presented the Long-Range Budget Model 		

Board Governance	ACTION TAKEN BY	
Update on HCPA/Bethel Charter Contract		
NOTES:		

<ul style="list-style-type: none"> Ms. Heather Ross updated the board regarding the contract renewal process The completed contract will be submitted to MDE in June Bethel has approved a 5-year renewal 		
--	--	--

Board Governance	ACTION TAKEN BY	
Updates on HCPA Board Election		
NOTES: <ul style="list-style-type: none"> Dr. Christianna Hang updated the board regarding the HCPA board elections Mr. Kalc Vang will not be running for another term on the HCPA board Mr. Jonathan Krowne has completed the board nominating packet The interview committee will schedule a meeting with Mr. Krowne to discuss his qualifications and insights regarding the open board position Mr. Vue Thaow mentioned he may need to resign from the board due to the COVID 19 pandemic 		

Board Governance	ACTION TAKEN BY	
HERC Board Position Motion to approve Ms. Christy Yong Vang for the open HERC board seat vacated by Ms. Lisa Yang's resignation	1 st – Crystal Robideau	Motion Passed
	2 nd – Vue Thaow	All members voted yes Christy Yong Vang abstained
NOTES: <ul style="list-style-type: none"> Dr. Christianna Hang notified the board that Ms. Lisa Yang will be resigning from the HERC board Volunteers were solicited for the seat, Ms. Christy Yong Vang volunteered to serve on the HERC board 		

New Agenda Items:

ACTIONS	ACTION TAKEN BY	
----------------	------------------------	--

<u>Adjournment</u>	1 st – Vue Thaow	Motion Passed
The meeting adjourned at 5:30 PM	2 nd – Kalc Vang	All members voted yes