

Hmong College Prep Academy

Board of Directors Meeting

Date: January 15, 2015

Time: 4:30 PM

Location: HCPA Board Conference Room 2nd floor

Board Meeting Minutes

Present: Kalc Vang, James Cave, Vue Thaow, Lucas Yang, Kia Moua, Maisian Schiung and Jason Helgemoe

Ex Officio Board Members: Dr. Christianna Hang

Guest(s): Lisa Yang, Pao Yang, Danijela Duvnjak, Lisa Bonko, John Crown, Paul Hilmer, Judith Darling, Christina Wordes, Denise Hoogeveen (Conference phone call)

Opening:

The board convened for a regular board meeting on Thursday, January 15, 2015 in the conference room located on 1515 Brewster Street, Saint Paul, Minnesota 55108. *Mr. Kalc Vang* Board Chair called the meeting to order at 4:36 pm. He opened the meeting with the reading of Hmong College Prep Academy mission and vision statement and opening the Board to the community for open forum.

Open Community Forum - no community members were present

Consent Business Agenda Items:

- January 15, 2015 Agenda-Review/Approve
 - Motion to approve January 15, 2015 agenda was moved by *Ms. Kia Moua* and seconded by *Ms. Maissian Schiung*. **Motion passed unanimously.**
- November 13, 2014 Board Meeting Minutes-Review/Approve
 - Motion to approve November 13, 2014 meeting minutes was moved by *Ms. Kia Moua* and seconded by *Mr. Lucas Yang*. **Motion passed unanimously.**
- 2013-14 Audited Financial Report – Review/Approve (Denise Hoogeveen)
 - Denise Hoogeveen join the meeting via conference call with HCPA and reviewed the 2013-14 Audit Reports (the Executive Summary & the Final Report Summary). Mr. Hoogeveen stated that overall the school has a positive cash-flow and the fund balance is very healthy. There was no transfer from general funds into the food service funds which was good. Denise commended HCPA and stated that HCPA is doing a good job in being conservative with school finance. This year, Four Programs received a Single Audit; Food Program, Title I, TIF/Tap Grant and Special Ed. Although there was only one minor finding on one IEP department with submitting one late paper work, everything else was in order.

- Motion to approve and accept the 2013-14 Financial Audit report was accepted by *Ms. Kia Moua* and seconded by *Mr. James Cave*. **Motion passed unanimously.**
- December Year-to-date Financial Report – Review/Approve (Judith/Christine)
 - Christine reported that HCPA continues to have a strong cash flow. Revenue for December YTD was \$8,280,940.00 and Expenditures for December YTD was \$7,487,520.00 with a total net income of \$793,420.00 for December 2014. Food service funds has a loss of \$135,285.00 due to MDE not releasing November and December funds yet. MDE will be releasing those funds at the end of January 2015.
 - Motion to approve and accept the December Year-to-date Financial Report was moved by *Mr. Lucas Yang* and seconded by *Mr. Vue Thaow*. **Motion passed unanimously.**
- Five Year Strategic Plan Updates – L. Bonko, J. Crown and Dr. Hang
 - The objective for HCPA is to move the school up to become the best charter school in the state, city and Nation. Our marketing consultant and team will continue to collect data from teachers, students and parent. Lisa Bonko has been conducting focus groups with students and teachers. Both students and teacher shared that they really love the school, the school feels like family, and they feel belonged here. Students now believe that they can now go to college.
- Updates on KUNO Tablets and 2014-15 ERATE Funding – Dr. Hang/Ms. D
 - Ms. D reviewed that grades 6-12 has been implementing the use of the KUNO devices since September. Although there are some technical difficulties, things are looking to get better as the time goes by. Dr. Hang stated that Hmong academy is still waiting for Erate to pay 90% of the T-mobile bill. HCPA is waiting to hear back from USAC about 2014-15 Erate Funding.

New Agenda Items:

- Bethel University & HCPA Authorizer Contract – Review/Approve
 - Dr. Hang shared the Bethel University & HCPA Authorizer 5 Year Contract from 2015-2020. The board review and discussed the Bethel Contract terms, related documents and HCPA 2015-2020 NWEA Goals.
 - Motion to approve the Bethel University & HCPA Authorizer 5 Year Contract was moved by *Mr. James Cave* and seconded by *Mr. Vue Thaow*. **Motion passed unanimously.**
- School Closure for Inclement Weather Policy – Review/Approve
 - Dr. Hang reviewed the weather policy draft regarding school closure during inclement weather and/or cold days & snow days). The board discuss the conditions of the policy and made recommendation. If the school closed for

students, it will close for staff as well. If school does close for more than one day, Admin will find and or look into an online homework support system.

- Motion to approve the School Closure Policy was moved by *Mr. James Cave* and seconded by *Mr. Vue Thaow*. **Motion passed unanimously.**

Motion to adjourn the board meeting was moved by Mr. James Cave and seconded by Mr. Vue Thaoew. Motion passed unanimously. Meeting adjourned at 6:32 pm.