

HCPA Board of Directors Meeting Minutes

DATE: Wednesday January 27, 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

ATTENDEES:

Y	N	Name
X		Crystal Robideau - Board Chair
X		Jason Helgemoe - Board Vice Chair
X		Christy Yong Vang - Treasurer
X		Jonathan Krown
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		Mindy Wachter – Bergan KDV
X		Fu Hang – FM Group LLC

HCPA Board Chair Crystal Robideau called the meeting to order at 4:07 PM.

AGENDA ITEMS

Consent Agenda Items Review/Approve

ACTIONS	ACTION TAKEN BY	
Approve January 27, 2021 Board Agenda and December 9,16,21,23,28, 2020 Board Minutes	1 st – Maisian Schiung	Motion Passed
	2 nd - Jonathan Krown	All members voted yes

Old Agenda Items

ACTIONS	ACTION TAKEN BY	
Woodstock Capital Investment and 2020 Annual Audit Updates		
NOTES: <ul style="list-style-type: none"> • Dr. Christianna Hang an update regarding the Woodstock Capital Investment • Per Mr. Paul Brown they are drafting documents to complete the transfer of funds • The 2020 audit is complete pending the return of funds from Woodstock Capital. 		

ACTIONS	ACTION TAKEN BY	
Phase V Project Updates		
NOTES: <ul style="list-style-type: none"> • Mr. Fu Hang and Mr. Paul Yang provided updates to the board regarding the Phase V project • The St. Paul City Council approved the sky bridge construction by a vote of 5 to 2. • Mortenson commenced excavation on the new Middle School on November 19th 2020. • Contaminated diesel soil discovered on NW corner of the land (environmental cleanup occurred during previous phases). • Soil correction by trucking out over 1079 cubic yard or 70 truckloads in mid December with cost covered by Mortenson allowance. • An old 600 foot gas line was found to be have asbestos and abated through Mortenson. • Foundation footings started Dec. 14th on the north side of the land and completed week of Jan. 20th, 2021. • Time delay of building permit approval for Maintenance Agreement with the Watershed District and Ramsey County due to Covid restrictions • Demolition started Jan. 22th in the existing building; Inventory of equipment was salvaged during process. • Hazardous Material Survey came back negative for the remodeling of the existing building. • Precast foundation (walls) are schedule for Jan. 25th. 		
Upcoming Activities		
<ul style="list-style-type: none"> • After Precast, steel to follow in February. • Site Fence • Review Subcontractors for best rates 		

Agenda Items:

ACTIONS	ACTION TAKEN BY	
Financial Reports		
Approve December 2020 YTD Financial Reports	1 st - Jonathan Krown 2 nd - Christy Yong Vang	Motion Passed All members voted yes
NOTES: Ms. Mindy Wachter reviewed the December 2020 financial reports. <ul style="list-style-type: none"> • The 2020-21 budget is based on 2310 ADM's. Currently the school has 2370 ADM's. • The beginning fund balance as of July 1, 2020 represents approximately 73% of total annual expenditures. • Our original budget projected an increase in fund balance of \$226,701, which would bring our fund balance to \$20,396,100, or 62% of total expenditures. • The school has received 50.5% of total budgeted revenues through December and spent 34.1% of the budgeted expenses. 		

ACTIONS	ACTION TAKEN BY	
School Operations and Policies:		
Accept proposal for Bridge Partner Group LLC	1 st – Fue Vue 2 nd – Jason Helgemoe	Motion Passed All members voted yes
NOTES: <ul style="list-style-type: none"> • Dr. Hang reviewed the proposal for Bridge Partner Group LLC • The proposal outlined the change of status for Mr. Paul Yang to an independent contractor 		
Authorize Dr. Hang to negotiate and bring back information to the board regarding an acquisition of a transportation company	1 st - Christy Yong Vang 2 nd – Crystal Robideau	Motion Passed All members voted yes
NOTES: Dr. Hang presented to the board some opportunities regarding student transportation services HCPA's Current Transportation Expenses <ul style="list-style-type: none"> • HCPA currently spends approximately \$3.5 million per year on student transportation. 		

Scenerio <ul style="list-style-type: none"> • HCPA may greatly benefit, both financially and otherwise, through entering into the purchase and/or consulting contract with JME Transport (and the associated Infinite Partner Group) • Opportunity to leverage JME's expertise and provide HCPA with increased flexibility • The purchase would include 25 buses, land and facilities. 		
K-12 Distance Learning & Spring Semester		
NOTES: <ul style="list-style-type: none"> • Dr. Hang updated the board regarding HCPA's K-12 distance learning. • Weekly meetings are held by Mr. Yang and Operations team to discuss and problem solve student and school issues • Daily management of student behavior by the 3 Deans of Students and Student Support Specialist. They continue to work with students who are not logging into their remote learning classes on regular basis. • PBIS (positive behavior reinforcement system) been implemented daily and institute monthly rewards for students with high merits for positive behaviors. • Awaiting clarification from the new Secretary of Education regarding mandated on-site ACCESS testing. 		

ACTIONS	ACTION TAKEN BY	
Board Governance		
5 Year HCPA/Bethel Charter Contract and Site Visit Update		
NOTES: Ms. Heather Ross updated the board on the contract renewal and site visit. <ul style="list-style-type: none"> • MDE approved HCPA's 5 year contract • The site visit review is pending the completion of the financial audit 		
Warrior Strong T-shirts		
NOTES: <ul style="list-style-type: none"> • HCPA is ordering "Warrior Strong" t-shirts for all students, staff and board members • Board members were encouraged to complete the google form with their size 		



Board of Governance Retreat		
NOTES: <ul style="list-style-type: none"> • The board discussed the possibility of a retreat. • The intent of the meeting would be to discuss goals, processes, procedures and board duties 		

ACTIONS	ACTION TAKEN BY	
Adjournment		
The meeting adjourned at 5:49 PM	1 st – Christy Yong Vang 2 nd – Maisian Schiung	Motion Passed All members voted yes