

AMENDED AGENDA

**Hmong College Prep Academy
 Finance Committee Meeting Tuesday,
 March 15, 2022 4:00pm- 5:00pm
 Location: HCPA Board Room**

Zoom Link: <https://zoom.us/j/91925797408>

Purpose: The general purpose of the Finance Committee is to oversee the financial health and to ensure fiscal responsibility of the school and personnel on the behalf of the board and all public stakeholders of the school.

AGENDA:	LEAD:
1. February 2022 Financial Report	BerganKDV
2. Pay scale Policy Review/update proposals	Fue Vue, Committee Chair, CFO David Kloskin, CAO Duvnjak
3. Amended Finance Committee's Meeting Calendar	Fue Vue, Committee Chair

Some members may be participating via electronic means

HCPA FINANCE COMMITTEE MEETING MINUTES

Meeting Date: Tuesday, March 15, 2022
Type of Meeting: Committee Meeting
Started Time: 4:05 PM
Adjourned: 4:50 PM

Location: Hmong College Prep Academy - Board Room

Minutes: Fue Vue- HCPA Finance Committee Chair and Chong Her

Facilitator: Fue Vue, HCPA Finance Committee Chair and David Kloskin, HCPA CFO

Purpose: The general purpose of the Finance Committee is to oversee the financial health and to ensure fiscal responsibility of the school and personnel on the behalf of the board and all public stakeholders of the school.

- I. **CALL TO ORDER:** Fue Vue, Committee Chair, called the meeting to order at 4:05 PM
- II. **Roll Call:**

Y	N	Name
x		Fue Vue, Committee Chair via zoom
	x	Danijela Duvnjak (Ms. D), HCPA Chief Academic Officer
X		Jenee Nordstrom, HCPA Assistant Director 6-12 via zoom
x		Chong Her, HCPA Business Manager via zoom
	x	Karen Klinzing, Charter Source
	x	Nick Taintor, BerganKDV via zoom
x		Mike Pocrnich, Anton Group via zoom
x		David Kloskin, HCPA Chief Financial Officer via zoom
	x	Guest- Heather Ross, Bethel Charter Oversight Committee member
x		Guest- Mindy Wachter, BerganKDV, via Zoom
	x	Guest- Scott Brown-The Anton Group

Note Taker: Chong Her

III. Agenda items

1. February 2022 Financial Report

HCPA February 2022 Financial Information – Mindy Watcher

- Executive Summary – Where we are in the month for revenue, expenses, cash balance etc.
- Balance Sheet – Healthy cash balance due to decrease in Accounts Payable
- Income Statement – revenues, federal revenues, local revenues (129% - hit revenue because of ERate)
- Expenditures
- Fund 01, Fund 02
- Cash Flow
- Committee recommends the report be approved by Board

2. Pay scale Policy Review/update proposals – David Kloskin

- FY 2023 Proposed step
- School Year Employee – Teachers
 - April 2022 Renewal
 - Years of experience corresponding with STARS report
 - Level of Education (Bachelors, Masters, Doctorate)
 - Proposed pay scale will start with a higher base compensation
 - Additional Rules: Retention Bonus
 - Consecutive years of service
- Paraprofessionals Hourly Staff
 - April 2022 Renewal
 - Rates based on years of experience with Degree
 - Remove Superintendent and add
 - Additional Rules: Retention Bonus
 - Consecutive years of service
- Committee recommends both pay scales to be approved by Board

3. Amended Finance Committee's Meeting Calendar

- Committee document(s) for review needs to be entered 10 days into Epic Center before the board meeting. This is less related to policy review but more of an expectation from the Authorizer
- Financials will not be ready if moving finance committee's calendar a week earlier than what it is now.
- Will discuss with board and Bethel about meeting calendar

Meeting Adjourned: 4:50PM CST