

**AGENDA**

**Hmong College Prep Academy  
 Finance Committee Meeting Tuesday,  
 April 19, 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.

<b>AGENDA:</b>	<b>LEAD:</b>
1. March 2022 Financial Report	BerganKDV
2. Food Vendor RFP	CFO David Kloskin
3. Payscales and increases for May contracts	CFO David Kloskin
4. FY 23 Budget Preview	CFO David Kloskin

Some members may be participating via electronic means

### HCPA FINANCE COMMITTEE MEETING MINUTES

**Meeting Date:** Tuesday, April 19, 2022  
**Type of Meeting:** Committee Meeting  
**Started Time:** 4:01 PM  
**Adjourned:** 5:02 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 4:01 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. March 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
- Income Statement
- Expenditures – postage is more
- General Funds Page 6, Innovative freight = other equipment
- Fund 01, Fund 02
- Cash Flow
- Committee recommends the report be approved by Board

#### 2. Food Vendor RFP – David Kloskin

- 2 RFP's (Taher and Blue Bell Enterprises)

#### 3. Pay scale Policy Review/update proposals – David Kloskin

- For FY 2023 and within the budget
- 3% increases for FY 2023 and will stay within the range with the proposed scale
- Year-round and Extended School Year Employees
  - April 2022 Renewal
  - Years of experience corresponding with related experience
  - Level of Education (Bachelors, Masters, Doctorate)
  - Proposed pay scale will start with a higher base compensation
  - Additional Rules: Retention Bonus
    - Consecutive years of service
- Hourly Professional Staff/Academic Staffs
  - Same amounts as the approved April Para/TA payscale but year round
  - April 2022 Renewal
  - Rates based on years of experience with Degree
  - Remove Superintendent
  - Additional Rules: Retention Bonus
    - Consecutive years of service
- Committee recommends pay scales to be approved by Board

#### 4. FY23 Budget Preview – David Kloskin

- Budget summary sheet and budget module in detail to present to the Board

***Meeting Adjourned: 5:02 PM CST***