



HCPA Board of Directors Board Meeting

Meeting Date: Wednesday, June 22nd, 2022

Type of Meeting: Board Meeting

Started Time: 5:04PM

Adjourned: 7:38PM

Location: Hmong College Prep Academy Board Room

Minute Taker: Mai Zer Vang, Crystal Robideau

Facilitator: Mee Vang, Board Chair

Mission/Vision Statement: HCPA's mission is to provide the best integrated, challenging and well-rounded educational experience to students in grades K-12.

I. **Call to Order:** Mee Vang called the meeting to order at 5:04PM.

II. **Roll Call – Open Session:**

Yes	No	Name
x		Mee Vang – Board Chair
x		Fue Vue – Board Treasurer
x		Crystal Robideau – Board Secretary
x		Richard Perry – Board Member
x		Susan Vang – Board Member
	x	Dr. Aly Xiong – Vice Board Chair
x		Daniel Schmidt – Board Member
x		Danijela Duvnjak – HCPA Chief Academic Officer
x		David Kloskin – Chief Financial Officer via Zoom
	x	Heather Ross – Bethel Charter Oversight Committee Member
x		Karen Noelle Schmidt Klinzing - CharterSource via Zoom
x		Sonya Zuker - Observer via Zoom
x		Brent Ness - Observer
x		Dr. Dao Lor - Director of Family Engagement
x		Heidi Pendroy - HCPA Teacher via Zoom



OPENING ITEMS

All that a school should be.



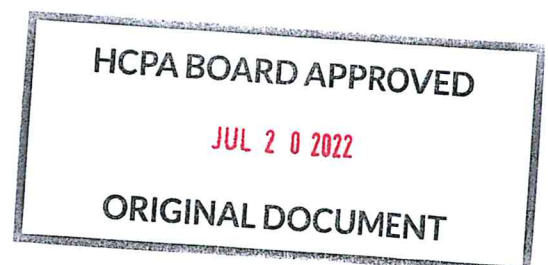
Agenda Item:	Approve Agenda	
Notes:	-Add "Recommendation to appoint Ge Vang to Board Seat G" before the 2022 Board Election Results -Add "Fue Vue's Resignation" at the end of "New Business" agenda items -Strike to remove "Resolution Regarding HCPA School District Leader and Hiring Process" from the agenda	
Motion:	Move to approve the 6.22.22 Board Meeting Agenda with the changes.	
Made by:	1 st : Richard Perry	2 nd : Crystal Robideau
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Mee Vang, Crystal Robideau, Richard Perry, Daniel Schmidt, Fue Vue, Susan Vang	
Action:	Motion passed	

CONSENT AGENDA

Agenda Item:	Minutes	
Notes:		
Motion:	Move to approve the Consent Agenda	
Made by:	1 st : Daniel Schmidt	2 nd : Susan Vang
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Mee Vang, Crystal Robideau, Richard Perry, Daniel Schmidt, Fue Vue, Susan Vang	
Action:	Motion passed	

GOVERNANCE COMMITTEE

Agenda Item:	2022 Board Election Results	
Notes:	<p><u>Results:</u> 276 votes total</p> <p><u>Seat A: Teacher Seat</u> Brent Ness - 130</p> <p><u>Seat B: Parent Seat</u> Susan Vang - 241</p> <p><u>Seat C - Community Seat</u> Dr. Aly Xiong - 247</p> <p><u>Seat D - Parent/Community Seat</u> Sonya Zuker - 242</p>	





	<u>Seat E: Parent/Community/Teacher Seat</u> Daniel Schmidt - 239 <i>*Mee Vang, Crystal Robideau, and Richard Perry's term will be ending at the end of this month, effective June 30th, 2022</i>	
Motion:	Move to approve the 2022 Board Election results effective July 1st, 2022	
Made by:	1 st : Richard Perry	2 nd : Daniel Schmidt
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Mee Vang, Crystal Robideau, Richard Perry, Daniel Schmidt, Fue Vue, Susan Vang	
Action:	Motion passed	

GOVERNANCE COMMITTEE

Agenda Item:	Recommendation to appoint Ge Vang to Board Seat G	
Notes:	Effective July 1st, 2022	
Motion:	Move to approve the appointment of Ge Vang to Board Seat G	
Made by:	1 st : Crystal Robideau	2 nd : Susan Vang
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Mee Vang, Crystal Robideau, Richard Perry, Daniel Schmidt, Fue Vue, Susan Vang	
Action:	Motion passed	

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GOVERNANCE COMMITTEE

Agenda Item:	Board of Directors Officers	
Notes:	<ul style="list-style-type: none"> -Board of Directors Officers are elected every year in July. -Board members can nominate each other as Board Director Officers (Board Chair, Vice Chair, Board Secretary, Board Treasurer) -Nominate Susan Vang to be the contact to prepare the next board agenda 	
Motion:	Move to approve Susan Vang as the contact to prepare the next board agenda	
Made by:	1 st : Mee Vang	2 nd : Richard Perry
Voted Yea: 6 Voted Nay: 0	Mee Vang, Crystal Robideau, Richard Perry, Daniel Schmidt, Fue Vue, Susan Vang	

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Abstain: 0	
Action:	Motion passed

GOVERNANCE COMMITTEE

Agenda Item:	Board Self-Evaluation
Notes:	A common narrative of there being a lack of community within the board - Governance Committee recommends a Board Retreat for bonding and building relationships (must be posted up as an open board meeting) - Date of Board Retreat: Wednesday, July 13th from 4pm - 7pm

GOVERNANCE COMMITTEE

Agenda Item:	Resignation of Crystal Robideau from Governance Committee
Notes:	Crystal Robideau will be resigning from the Governance Committee effective July 31st, 2022

FINANCE COMMITTEE

Agenda Item:	Monthly Financial Review
Notes:	Working Budget has been updated within these financial statements and is ready for board approval: -2,318 ADM -Ending deficit of (\$1,194,485) due to the contribution the School is recognizing for the construction project -47% fund balance

FINANCE COMMITTEE

Agenda Item:	Revised Budget-Fiscal Year Ending June 2022	
Notes:	- Review of working budget - Main change is salaries and wages with factoring COVID funds - Anticipated COVID Stipends by end of June 2022	
Motion:	Move to approve the Revised Budget-Fiscal Year Ending June 2022	
Made by:	1 st : Susan Vang	2 nd : Richard Perry
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Mee Vang, Crystal Robideau, Richard Perry, Daniel Schmidt, Fue Vue, Susan Vang	
Action:	Motion passed	

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FINANCE COMMITTEE

Agenda Item:	COVID-19 Relief Stipend For All HCPA Employees	
Notes:	\$1,000 stipend for all HCPA employees for the upcoming June 30th payroll. This has already been worked into the budget.	
Motion:	Move to approve the COVID-19 Relief Stipend For All HCPA Employees	
Made by:	1 st : Daniel Schmidt	2 nd : Susan Vang
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Mee Vang, Crystal Robideau, Richard Perry, Daniel Schmidt, Fue Vue, Susan Vang	
Action:	Motion passed	

FINANCE COMMITTEE

Agenda Item:	CFO Report	
Notes:	-Transition from BerganKDV to CLA went well -Successfully processed three payrolls with Paylocity -There will be a nutrition program audit conducted by MDE (happens every 3 years) -Working on optimizing our lease aids FY 22-23 with MDE	

FINANCE COMMITTEE

Agenda Item:	Food Service Management Contract	
Notes:	Contract poses no changes from what was presented at a previous meeting.	
Motion:	Move to approve the HCPA Food Service Management Contract	
Made by:	1 st : Crystal Robideau	2 nd : Susan Vang
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Mee Vang, Crystal Robideau, Richard Perry, Daniel Schmidt, Fue Vue, Susan Vang	
Action:	Motion passed	

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FINANCE COMMITTEE

Agenda Item:	In-House Substitute Policy & Rates 2022-23	
Notes:	Short-term Subbing: \$25/hr Long-term Subbing: \$30/hr	



	Rates are for outside hires subbing for our school	
Motion:	Move to approve the In-House Substitute Policy & Rates 2022-23	
Made by:	1 st : Susan Vang	2 nd : Richard Perry
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Mee Vang, Crystal Robideau, Richard Perry, Daniel Schmidt, Fue Vue, Susan Vang	
Action:	Motion passed	

NEW BUSINESS

Agenda Item:	Contracts: SPED Consultants, A Chance to Grow, Advance Speech, OT Services	
Notes:		
Motion:	Move to approve the contracts for the SPED Consultants, A Chance to Grow, Advance Speech, and OT Services	
Made by:	1 st : Richard Perry	2 nd : Susan Vang
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Mee Vang, Crystal Robideau, Richard Perry, Daniel Schmidt, Fue Vue, Susan Vang	
Action:	Motion passed	

NEW BUSINESS

Agenda Item:	Contracts: Teachers On Call Contract	
Notes:	TOC Contract: Increased their rate to \$255 (this is the amount we pay the company, not the sub)	
Motion:	Move to approve the Teachers On Call Contract 2022-23	
Made by:	1 st : Susan Vang	2 nd : Richard Perry
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Mee Vang, Crystal Robideau, Richard Perry, Daniel Schmidt, Fue Vue, Susan Vang	
Action:	Motion passed	

NEW BUSINESS



Agenda Item:	Fue Vue Resignation	
Notes:	Fue Vue will be resigning from the Board effective June 30th. Will work with the new member to go to the bank to make the necessary transitions.	
Motion:	Move to approve the resignation of Fue Vue effective June 30, 2022	
Made by:	1 st : Mee Vang	2 nd : Richard Perry
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Mee Vang, Crystal Robideau, Richard Perry, Daniel Schmidt, Fue Vue, Susan Vang	
Action:	Motion passed	

SCHOOL ADMINISTRATION

Agenda Item:	Director's Report
Notes:	-Finished with a 99% Graduation Rate -Finished our HR Audit -Will be working on an updated Handbook for the next board meeting

SCHOOL ADMINISTRATION

Agenda Item:	Transition Team Update
Notes:	No updates. Everything is in the Director's Report.

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SCHOOL ADMINISTRATION

Agenda Item:	Q Comp Report	
Notes:	The Quality Compensation Annual Report is submitted to the school board every year by June 15th that includes findings and recommendations for the Q Comp program. Based on the findings of this report, the district will use feedback from teachers and student achievement data to inform professional development needs for the 2022-23 school year. Reviewing all the data sources during Summer 2022 will be used to provide direction and refinement to our programs in the next school year.	
Motion:	Move to approve the Q Comp Annual Report 2022	
Made by:	1 st : Mee Vang	2 nd : Susan Vang
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Mee Vang, Crystal Robideau, Richard Perry, Daniel Schmidt, Fue Vue, Susan Vang	
Action:	Motion passed	



CLOSED MEETING

Agenda Item:	Invite to stay in closed session	
Notes:		
Motion:	Move to approve that Board Member-Elects Sonya Zuker and Brent Ness stay for closed session.	
Made by:	1 st : Fue Vue	2 nd : Daniel Schmidt
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Mee Vang, Crystal Robideau, Richard Perry, Daniel Schmidt, Fue Vue, Susan Vang	
Action:	Motion passed	

CLOSED MEETING

Agenda Item:	Move into closed session meeting to address two separate items.	
Notes:	Attendees: Mee Vang, Fue Vue, Daniel Schmidt, Richard Perry, Crystal Robideau, Brent Ness, Sonya Zuker, Danijela Duvnjak, David Kloskin.	
Motion:	Motion to move into close the meeting for an Employee performance evaluation as permitted under Minn. Stat. § 13D.05; 13D.05, subdivision 3. Also, closing the meeting to consider a matter subject to attorney-client privilege as permitted by Minn. Stat. § 13D.05; 13D.05, subdivision 3. at 6:27 pm.	
Made by:	1 st : Mee Vang	2 nd : Richard Perry
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Mee Vang, Crystal Robideau, Richard Perry, Daniel Schmidt, Fue Vue, Susan Vang	
Action:	Motion passed	

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RECONVENED TO OPEN MEETING

Agenda Item:	Reconvened to open meeting
Notes:	Board Chair, Mee Vang, reconvened to open meeting at 7:38PM.

ADJOURN



Agenda Item:	Adjourn	
Notes:		
Motion:	Move to adjourn the board meeting at 7:38	
Made by:	1 st : Mee Vang	2nd: Richard Perry
Voted Yea: 6 Voted Nay: 0 Abstain: 0	Mee Vang, Crystal Robideau, Richard Perry, Daniel Schmidt, Fue Vue, Susan Vang	
Action:	Motion passed	

The board meeting adjourned at 7:38PM.

