

Hmong College Prep Academy Board of Directors

AGENDA

Special Board meeting

Thursday, December 16, 2021

5:00 pm to 7:00 pm

Zoom Link: <https://zoom.us/j/8615751530>

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

AGENDA	ACTION	LEAD
GENERAL WELCOME WELCOME to New Board Member: Rick Perry	Info	Christy Yongvang, Board Chair
CONSENT AGENDA <ul style="list-style-type: none"> • Special Board Agenda • Special Board Meeting Minutes Monday 11/29/2021 • Approve – Secretary of State Filings <ul style="list-style-type: none"> ○ The certificate of secretary for new HCPA authorized officer regarding phase V draws with NorthEast Bank for the building company HERC ○ The certificate of secretary for authorized officer approved on 12/9/2021 by HERC Board regarding the phase V draws with NorthEast Bank • Approve - Contracts <ul style="list-style-type: none"> ○ Special Ed vendor contract ○ Non licensed staff hiring - Annette Xiong ○ Salaried professional staff hiring-Cheng Meng Vang • Acknowledge <ul style="list-style-type: none"> ○ New HCPA Board Roster Posted to Website ○ New Board Calendar Dates 	Action	Christy Yongvang, Board Chair
GOVERNANCE COMMITTEE Approve Recommendations <ul style="list-style-type: none"> • Updates to candidate's nomination packet including: <ul style="list-style-type: none"> ○ Remove student recommendation letter requirement ○ Delete Privacy data from board nominating packet Review Updates <ul style="list-style-type: none"> • HCPA board training update • Progress of new board member • Board roster 	Info/ Action	Crystal Robideau, Board member

HCPA BOARD APPROVED

JAN 26 2022

ORIGINAL DOCUMENT

FINANCE COMMITTEE RECOMMENDATION Approve Recommendations <ul style="list-style-type: none"> • Investment policy • Annual Designation • Credit card policy • Cash Management Procedure • November 2021 Financial Report 	Info/ Action	Fue Vue, Board Treasurer 784 University Ave W, St. Paul, MN 55104
General Board Business <ul style="list-style-type: none"> • <i>Acknowledge</i> <ul style="list-style-type: none"> ○ Mr. Yang COO letter of separation as 12/31/2021 ○ Additional Innovative Inc proposal on furniture and misc. for HR and Students common areas ○ Work best work force (WBWF) posted to HCPA web • <i>Approve – Board Policy</i> <ul style="list-style-type: none"> ○ Assessment on Diversity, Equity and Inclusion (DEI) ○ Board policy review schedule ○ Change of date for Board reimbursement activities ○ New conflict of interest forms for employees tabled from last special board meeting • <i>Approve - Staffing</i> <ul style="list-style-type: none"> ○ CFO contract for David Kloskin <ul style="list-style-type: none"> ▪ approved by Bethel per the corrective action plan ▪ reviewed by legal counsel ○ CAO contract for Danijela Duvnjak <ul style="list-style-type: none"> ▪ approved her retroactive contract ▪ reviewed by legal counsel ▪ Removal of "interim" on the Chief Academic Officer Position ○ one time retention stipend for all HCPA employees ○ a monthly stipend for Luke Mead appointed by Board Chair on 11/22/2021 as Project Manager for phase V Project until the project is completed 	Info/ Action	Christy Yongvang, Board Chair and Fue Vue, Board Treasurer
CONTRACTS reviewed by legal counsel <ul style="list-style-type: none"> • Discuss and Approve <ul style="list-style-type: none"> ○ Thrive vendor contract ○ Apprize vendor contract 	Action	Fue Vue, Board Treasurer 784 University Ave W, St. Paul, MN 55104
PARENT <ul style="list-style-type: none"> • <i>Discuss and Approve</i> <ul style="list-style-type: none"> ○ Parent Advisory Committee ○ Parent Engagement Center ○ Parent Forum Meeting Calendar for 2021-2022 	Action	Danijela Duvnjak, Chief Academic Officer
HCPA SCHOOL DEPARTMENT REPORTS	Info	Danijela Duvnjak, Chief Academic Officer
UPDATE ON INVESTIGATION REPORT STATUS BY MS. BAZIS	Info	Christy Yongvang, Board Chair
ADJOURN & MOVE TO CLOSED SESSION: The meeting is being closed pursuant to Minn.Stat.13D.05. Subd. 2 (b) for preliminary consideration of allegations or charges against an individual subject to the Board's authority	Action	Christy Yongvang, Board Chair

Some members may be participating via electronic means

All that a school should be.

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