

HCPA Board of Directors Board Meeting

Meeting Date: Wednesday, March 22, 2023

Type of Meeting: Board Meeting

Started Time: 5:30PM

Adjourned: 7:11PM

Location: Hmong College Prep Academy Board Room

Minute Taker: Mai Zer Vang

Facilitator: Susan Vang



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:** Susan Vang called the meeting to order at 5:30PM.

II. **Roll Call – Open Session:**

Yes	No	Name
x		Susan Vang – Board Chair
x		Dr. Aly Xiong – Board Member
x		Daniel Schmidt – Board Member
x		Brent Ness - Board Secretary
x		Sonya Zuker - Board Vice Chair
x		Ge Vang - Board Treasurer
x		Christine Smith - Board Member
x		Danijela Duvnjak – HCPA Chief Academic Officer
x		David Kloskin – Chief Financial Officer
x		Maureen Sackmaster Carpenter - K-5 Asst. Director of Teaching and Learning
x		Nou Her - Sr. SPED Manager

OPENING ITEMS

Agenda Item:	Approve Agenda	
Notes:		
Motion:	Motion to approve the 3.22.23 Board Meeting Agenda	
Made by:	1 st : Daniel Schmidt	2 nd : Sonya Zuker
Voted Yea: 7	Susan Vang, Sonya Zuker, Daniel Schmidt, Brent Ness, Ge Vang, Christine Smith, Aly Xiong	

Voted Nay: 0 Abstain: 0	
Action:	Motion passed

DECLARATION OF CONFLICT OF INTEREST

Agenda Item:	Declaration of Conflict of Interest
Notes:	Board members reviewed the agenda. There was no declaration of a conflict of interest.

CONSENT AGENDA

Agenda Item:	Minutes & Contracts	
Notes:		
Motion:	Motion to approve the Minutes & Contracts	
Made by:	1 st : Sonya Zuker	2 nd : Ge Vang
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Daniel Schmidt, Brent Ness, Ge Vang, Christine Smith, Aly Xiong	
Action:	Motion passed	


GOVERNANCE COMMITTEE

Agenda Item:	Committee Updates
Notes:	<p>Board Election: All seats are currently unopposed. Deadline for the nominating committee to finalize candidates is 3/29.</p> <p>Land Acknowledgement: Looking into a public statement acknowledging the land on which we gather and refer to as Minnesota is the traditional and unceded territory of the Dakota and Ojibwe. Dr. Lor will bring feedback from families about how they feel on this.</p>

GOVERNANCE COMMITTEE

Agenda Item:	Revised Gender Inclusion Policy	
Notes:	Revisions have been made. Made changes to 3a (regarding athletics). Legal has also reviewed the changes.	
Motion:	Motion to approve the Revised Gender Inclusion Policy	
Made by:	1 st : Daniel Schmidt	2 nd : Ge Vang

Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Daniel Schmidt, Brent Ness, Ge Vang, Christine Smith, Aly Xiong
Action:	Motion passed

GOVERNANCE COMMITTEE

Agenda Item:	Late Start Policy Amendment	
Notes:	Amendment to the policy would add the opportunity for Administrators to call for a late start due to inclement weather. Revisions were made with HCPA Transportation department comments and suggestions. Allows for school to be delayed for two hours.	
Motion:	Motion to approve the Amendment to the Late Start Policy	
Made by:	1 st : Ge Vang	2 nd : Christine Smith
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Daniel Schmidt, Brent Ness, Ge Vang, Christine Smith, Aly Xiong	
Action:	Motion passed	

GOVERNANCE COMMITTEE

Agenda Item:	Recommendation of Additional Governance Committee Members	
Notes:	New candidate interested in participating in the Governance Committee. With the new addition, the committee would have a total of ten members. Committee is recommending Samantha Janchan (HCPA - 4th Grade Teacher) to join the Governance Committee.	
Motion:	Motion to approve the Addition of Samantha Janchan to the Governance Committee	
Made by:	1 st : Brent Ness	2 nd : Daniel Schmidt
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Daniel Schmidt, Brent Ness, Ge Vang, Christine Smith, Aly Xiong	
Action:	Motion passed	

FINANCE COMMITTEE

Agenda Item:	Monthly Financial Review
Notes:	ADM Overview: <ul style="list-style-type: none"> - Approved Budget: 2,350 - Actual ADM: 2,429 - Variance from Actual to Budget: 79 - Days' Cash on Hand: 233 days

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	- The working budget will be worked on in the next month, alongside the original budget for next year	
Motion:	Motion to approve the Monthly Financial Reviews	
Made by:	1 st : Sonya Zuker	2 nd : Daniel Schmidt
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Daniel Schmidt, Brent Ness, Ge Vang, Christine Smith, Aly Xiong	
Action:	Motion passed	

FINANCE COMMITTEE

Agenda Item:	2023-2024 Payscale for Teachers and Paraprofessionals	
Notes:	<p>Paraprofessionals/Hourly Staff: Slightly slowed down the rate in which the Paraprofessionals and hourly staff pay rate increases yearly. Added components to pay SPED Paras assigned to work with students with Child Specific Paraprofessional Support and students receiving special education and related services to receive either an additional \$1 - \$1.50/hr.</p> <p>Teacher Payscale: Retaining the same payscale from last year.</p>	
Motion:	Motion to approve the 2023-2024 Payscale for Teachers and Paraprofessionals	
Made by:	1 st : Daniel Schmidt	2 nd : Brent Ness
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Daniel Schmidt, Brent Ness, Ge Vang, Christine Smith, Aly Xiong	
Action:	Motion passed	

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SCHOOL ADMINISTRATION

Agenda Item:	Academic Report
Notes:	<ul style="list-style-type: none"> - Conferences: K-12 did all in-person conferences. - ACCESS Testing: Wrapped up testing and will be receiving results soon - STEAM Night Event: Great turnout. Over 400 families were in attendance. - Assessment Team: Created this year. Designed to create a plan to make goal setting with the students more meaningful and student-centered - Student Behavior Team: Created this year. Designed to analyze the data of student behavior trends and brainstorm solutions to help. - HCPA Open House: Every Tuesday and Thursday from 3:30pm - 5pm. Families come and get more information on HCPA. - Food Department: Received notification about having a financial audit soon. - Warrior Cafe is fully open for HS students and staff during lunch hours. SPED students working in the Cafe.

SCHOOL ADMINISTRATION

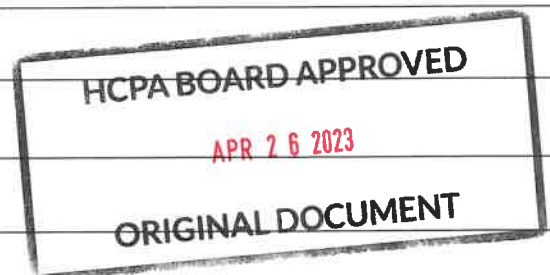
Agenda Item:	April 25-26 – Digital Learning day for 9th and 12th Grades Only	
Notes:	MCA's for 10th and 11th grades are on April 25-26. Therefore, we want to give a digital learning day for 9th and 12th grades only. This is to help ensure a good and calm testing environment for students.	
Motion:	Motion to approve changing April 25-26 as Digital Learning Days for 9th and 12th Grades Only	
Made by:	1 st : Ge Vang	2 nd : Christine Smith
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Daniel Schmidt, Brent Ness, Ge Vang, Christine Smith, Aly Xiong	
Action:	Motion passed	

SCHOOL ADMINISTRATION

Agenda Item:	May 12th – Digital Learning Day	
Notes:	We currently have a PD day on May 12th. Want to turn this into a digital day in case of another snow day.	
Motion:	Motion to approve May 12 as Digital Learning Day	
Made by:	1 st : Daniel Schmidt	2 nd : Sonya Zuker
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Daniel Schmidt, Brent Ness, Ge Vang, Christine Smith, Aly Xiong	
Action:	Motion passed	

SCHOOL ADMINISTRATION

Agenda Item:	Revised SY 2022-2023 Calendar	
Notes:	Revised calendar includes the following: <ul style="list-style-type: none"> - April 25-26 – Digital Learning day for 9th and 12th Grades Only - May 12th – Digital Learning Day - Senior Commencement 6/9 - Summer School Date 6/20 	
Motion:	Motion to approve the Revised SY 2022-2023 Calendar changes	
Made by:	1 st : Daniel Schmidt	2 nd : Christine Smith
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Daniel Schmidt, Brent Ness, Ge Vang, Christine Smith, Aly Xiong	





Action:	Motion passed
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ADJOURN

Agenda Item:	Adjourn	
Notes:		
Motion:	Motion to adjourn the board meeting at 7:11PM	
Made by:	1 st : Sonya Zuker	2 nd : Christine Smith
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Daniel Schmidt, Brent Ness, Ge Vang, Christine Smith, Aly Xiong	
Action:	Motion passed	

The board meeting adjourned at 7:11PM.

