

HCPA Board of Directors Board Meeting

Meeting Date: Wednesday, April 26, 2023

Type of Meeting: Board Meeting

Started Time: 5:30PM

Adjourned: 8:21PM

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 | | Tony Hang - Director of Operations - Guest |
| x | | Jean Neuman - NEO Representative - Guest |
| x | | Karen Noelle Schmidt Klinzing - CharterSource via Zoom |

OPENING ITEMS

| | |
|--------------|--|
| Agenda Item: | Approve Agenda |
| Notes: | Add under Governance Committee: - School Board Procedures (Action item) |
| Motion: | Motion to approve the 4.26.23 Board Meeting Agenda with the changes |

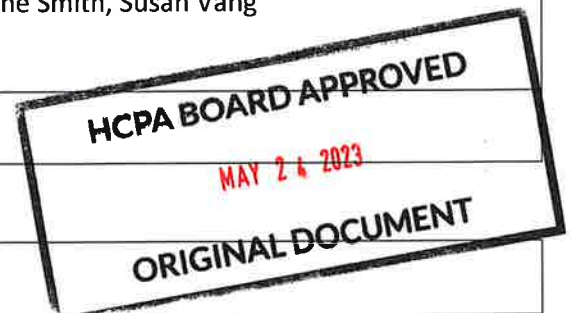
| | | |
|--|---|------------------------------|
| Made by: | 1 st : Ge Vang | 2 nd : Brent Ness |
| Voted Yea: 6 Voted Nay: 0 Abstain: 0 | Susan Vang, Sonya Zuker, Daniel Schmidt, Brent Ness, Ge Vang, Christine Smith | |
| Action: | Motion passed | |

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: | Brent Ness has a coaching contract. Will abstain from voting. | |
| Motion: | Motion to approve the Consent Agenda (Minutes & Contracts) | |
| Made by: | 1 st : Ge Vang | 2 nd : Sonya Zuker |
| Voted Yea: 5 Voted Nay: 0 Abstain: 1 | Yea: Sonya Zuker, Ge Vang, Daniel Schmidt, Christine Smith, Susan Vang Abstain: Brent Ness | |
| Action: | Motion passed | |


GOVERNANCE COMMITTEE

| | |
|--------------|--|
| Agenda Item: | Election Update |
| Notes: | Packets and nominations are finalized. The next big item is in May. They will continue to communicate with voters and then have the election. They are on schedule with the election calendar. |

GOVERNANCE COMMITTEE

| | | |
|--------------|--|-------------------------------|
| Agenda Item: | School Board Procedures Policy | |
| Notes: | Redacted/removed a small portion on public commenting. Also fixed some grammatical and spelling changes. | |
| Motion: | Motion to approve the revised School Board Procedures Policy | |
| Made by: | 1 st : Daniel Schmidt | 2 nd : Sonya Zuker |
| Voted Yea: 6 | Susan Vang, Sonya Zuker, Daniel Schmidt, Brent Ness, Ge Vang, Christine Smith | |

| | |
|----------------------------|---------------|
| Voted Nay: 0 Abstain: 0 | |
| Action: | Motion passed |

FINANCE COMMITTEE

| | | |
|--|--|------------------------------|
| Agenda Item: | Monthly Financial Review | |
| Notes: | ADM Overview: Approved Budget: 2,350 Actual ADM: 2,429 Adopted Budget & Working Budget match at this time | |
| Motion: | Motion to approve the Monthly Financial Review | |
| Made by: | 1 st : Ge Vang | 2 nd : Brent Ness |
| Voted Yea: 6 Voted Nay: 0 Abstain: 0 | Susan Vang, Sonya Zuker, Daniel Schmidt, Brent Ness, Ge Vang, Christine Smith | |
| Action: | Motion passed | |

FINANCE COMMITTEE

| | | |
|--|--|-------------------------------|
| Agenda Item: | American National Bank – ICS Account | |
| Notes: | HCPA received multiple bids from different banks. American National Bank is where our main operating account is. We also have our checkings/savings account with American National Bank. Would like to open ICS account with American National Bank. | |
| Motion: | Motion to approve the American National Bank - ICS Account | |
| Made by: | 1 st : Ge Vang | 2 nd : Sonya Zuker |
| Voted Yea: 6 Voted Nay: 0 Abstain: 0 | Susan Vang, Sonya Zuker, Daniel Schmidt, Brent Ness, Ge Vang, Christine Smith | |
| Action: | Motion passed | |


FINANCE COMMITTEE

| | | |
|--------------|--|--|
| Agenda Item: | Year-Round Payscale Review | |
| Notes: | <ul style="list-style-type: none"> - Year-Round employees would receive a 5% increase - Adding 3% to current year rates for school year staff that received an April renewal letter in addition to the increase of the renewal letter they received in April | |

| | | |
|--|--|---------------------------|
| | <ul style="list-style-type: none"> - Increase years of service stipends - More than 5 years with HCPA to receive \$1,000. More than 10 years with HCPA to receive \$2,000. - Release the payscale caps - Allow for staff that started between January 1 and March 31 to receive increases | |
| Motion: | Motion to approve the Year-Round Payscale | |
| Made by: | 1 st : Sonya Zuker | 2 nd : Ge Vang |
| Voted Yea: 6 Voted Nay: 0 Abstain: 0 | Susan Vang, Sonya Zuker, Daniel Schmidt, Brent Ness, Ge Vang, Christine Smith | |
| Action: | Motion passed | |

FINANCE COMMITTEE

| | | |
|--|--|-----------------------------------|
| Agenda Item: | COVID Retention Stipend | |
| Notes: | COVID stipends of \$1,200 each on the following dates in line with our ESSER III COVID Grant application and budgets: June 30th, 2023 December 15, 2023 June 28, 2024 | |
| Motion: | Motion to approve the COVID Retention Stipend | |
| Made by: | 1 st : Sonya Zuker | 2 nd : Christine Smith |
| Voted Yea: 6 Voted Nay: 0 Abstain: 0 | Susan Vang, Sonya Zuker, Daniel Schmidt, Brent Ness, Ge Vang, Christine Smith | |
| Action: | Motion passed | |

HCPA BOARD APPROVED

MAY 24 2023

ORIGINAL DOCUMENT

FINANCE COMMITTEE

| | | |
|------------------------------|---|----------------------------------|
| Agenda Item: | HERC Rooftop Units | |
| Notes: | Need to replace 3 rooftop units, about \$120,000. HERC has the money to pay for this but the money is in multiple accounts. Can HCPA front the cash for this, up to the amount that HERC can pay it back? In other words, can HCPA pay for the cost of the invoice upfront and have HERC pay HCPA the money back? | |
| Motion: | Motion to approve the HERC Rooftop Units | |
| Made by: | 1 st : Ge Vang | 2 nd : Daniel Schmidt |
| Voted Yea: 6 Voted Nay: 0 | Susan Vang, Sonya Zuker, Daniel Schmidt, Brent Ness, Ge Vang, Christine Smith | |

| | |
|------------|---------------|
| Abstain: 0 | |
| Action: | Motion passed |

NEW BUSINESS

| | | |
|--|---|-----------------------------------|
| Agenda Item: | Board Meeting Calendar 2023-24 | |
| Notes: | | |
| Motion: | Motion to approve the Board Meeting Calendar 2023-24 | |
| Made by: | 1 st : Daniel Schmidt | 2 nd : Christine Smith |
| Voted Yea: 6 Voted Nay: 0 Abstain: 0 | Susan Vang, Sonya Zuker, Daniel Schmidt, Brent Ness, Ge Vang, Christine Smith | |
| Action: | Motion passed | HCPA BOARD APPROVED |

MAY 24 2023

SCHOOL ADMINISTRATION

| | | |
|--------------|---|--------------------------|
| Agenda Item: | Academic Report | ORIGINAL DOCUMENT |
| Notes: | Presented by Tony Hang - HCPA Director of Operations | |
| Motion: | <p>MCA and FastBridge Testing: It's testing season. Just finished up MCA testing this week and will be moving on to FastBridge.</p> <p>Literacy Night: Successful event. Camp-Read-A-Lot theme.</p> <p>26 new Epson projectors were installed for Elementary to test pilot</p> <p>About 230+ new enrollments for next year</p> <p>PEBT notification letters sent to all families</p> <p>Official timeline of the dome coming down is 5/22 - 5/26.</p> <p>Teacher/Staff Renewal letters are going out</p> <p>HCPA currently services 10.3% of the student population with specialized services across K-12</p> | |

SCHOOL ADMINISTRATION

| | | |
|--|--|-----------------------------------|
| Agenda Item: | College Acceptance Rate Goals | |
| Notes: | Proposal to update the language of the College Acceptance Rate Goal. Expanding upon our definition of "College Acceptance" to "College and Career Ready" | |
| Motion: | Motion to approve the college acceptance rate goals | |
| Made by: | 1 st : Ge Vang | 2 nd : Christine Smith |
| Voted Yea: 6 Voted Nay: 0 Abstain: 0 | Susan Vang, Sonya Zuker, Daniel Schmidt, Brent Ness, Ge Vang, Christine Smith | |

| | |
|---------|---------------|
| Action: | Motion passed |
|---------|---------------|

SCHOOL ADMINISTRATION

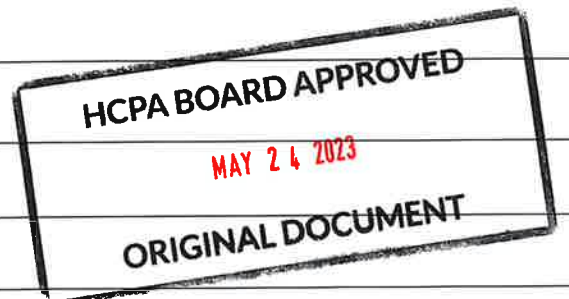
| | | |
|--|---|-------------------------------|
| Agenda Item: | PowerSchool Contracts | |
| Notes: | Renewals to what we currently have with PowerSchool | |
| Motion: | Motion to approve the PowerSchool Contracts | |
| Made by: | 1 st : Daniel Schmidt | 2 nd : Sonya Zuker |
| Voted Yea: 6 Voted Nay: 0 Abstain: 0 | Susan Vang, Sonya Zuker, Daniel Schmidt, Brent Ness, Ge Vang, Christine Smith | |
| Action: | Motion passed | |

CLOSED SESSION

| | | |
|--|--|---------------------------|
| Agenda Item: | Closed Session | |
| Notes: | Motion to close the meeting at 7:09PM | |
| Motion: | Motion to close the meeting to discuss employee performance evaluations as permitted under Minn. Stat. § 13D.03; 13D.05, subd. 3 | |
| Made by: | 1 st : Sonya Zuker | 2 nd : Ge Vang |
| Voted Yea: 6 Voted Nay: 0 Abstain: 0 | Susan Vang, Sonya Zuker, Daniel Schmidt, Brent Ness, Ge Vang, Christine Smith | |
| Action: | Motion passed | |

RE-OPENING OF MEETING

| | | |
|--|---|-----------------------------------|
| Agenda Item: | Re-opening of Meeting | |
| Notes: | Motion to open the meeting at 8:20PM | |
| Motion: | Motion to reconvene to open meeting. | |
| Made by: | 1 st : Sonya Zuker | 2 nd : Christine Smith |
| Voted Yea: 6 Voted Nay: 0 Abstain: 0 | Susan Vang, Sonya Zuker, Daniel Schmidt, Brent Ness, Ge Vang, Christine Smith | |



| | |
|---------|---------------|
| Action: | Motion passed |
|---------|---------------|

ADJOURN

| | | |
|--|---|-------------------------------|
| Agenda Item: | Adjourn | |
| Notes: | | |
| Motion: | Motion to Adjourn the meeting at 8:21PM. | |
| Made by: | 1 st : Christine Smith | 2 nd : Sonya Zuker |
| Voted Yea: 6 Voted Nay: 0 Abstain: 0 | Susan Vang, Sonya Zuker, Daniel Schmidt, Brent Ness, Ge Vang, Christine Smith | |
| Action: | Motion passed | |

The board meeting adjourned at 8:21PM.

