

HCPA Board of Directors Board Meeting

Meeting Date: Wednesday, August 28, 2024
Type of Meeting: Board Meeting
Started Time: 5:30PM
Adjourned: 6:35PM



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 <i>via Zoom</i>
x		David Kloskin – HCPA Chief Financial Officer
x		Tony Hang - HCPA Director of Operations
x		Adam Myhand - NEO Representative

OPENING ITEMS

Agenda Item:	Approve Agenda	
Notes:	Add “NEO updates” under New Business	
Motion:	Motion to approve the 8.28.24 Board Meeting Agenda to add NEO updates under New Business	
Made by:	1 st : Ge Vang	2 nd : Sonya Zuker

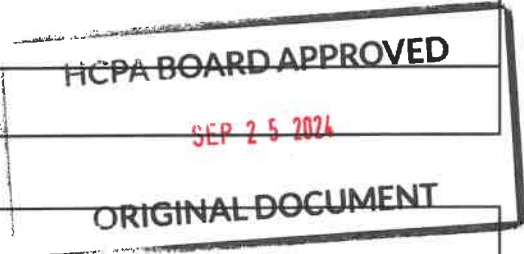
All that a school should be.

Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Ge Vang, Brent Ness
Action:	Motion passed.

DECLARATION OF CONFLICT OF INTEREST

Agenda Item:	Declaration of Conflict of Interest
Notes:	Board members reviewed the agenda and declared no conflict of interest.

CONSENT AGENDA

Agenda Item:	Contracts & Minutes	
Notes:		
Motion:	Motion to approve the consent agenda	
Made by:	1 st : Ge Vang	2 nd : Sonya Zuker
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Ge Vang, Brent Ness	
Action:	Motion passed.	 <p>HCPA BOARD APPROVED SEP 25 2024 ORIGINAL DOCUMENT</p>

GOVERNANCE COMMITTEE

Agenda Item:	Updates & Policy Software	
Notes:	Connected with different policy software. Looking to find a software that will help keep our policies organized. Discussion on whether we need the policy software or if this is something that we can create a team to handle.	
Motion:	Motion to deny the policy softwares.	
Made by:	1 st : Ge Vang	2 nd : Sonya Zuker
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Ge Vang, Brent Ness	
Action:	Motion passed.	

FINANCE COMMITTEE

Agenda Item:	Yeadon Dome Contract
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Notes:	Approximately \$81,500 to put up and take down the dome.	
Motion:	Motion to approve the Yeadon Dome Contract	
Made by:	1 st : Sonya Zuker	2 nd : Ge Vang
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Ge Vang, Brent Ness	
Action:	Motion passed.	

FINANCE COMMITTEE

Agenda Item:	Annual Designations	
Notes:	Everything remains the same besides an update on the designation of Official Newspaper to Hmong Times. Danijela Duvnjak remains the designate MDE Identified Official with Authority (IOWA), with Jenee Nordstrom and David Kloskin as the backup.	
Motion:	Motion to approve the Annual Designations	
Made by:	1 st : Ge Vang	2 nd : Sonya Zuker
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Ge Vang, Brent Ness	
Action:	Motion passed.	

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FINANCE COMMITTEE

Agenda Item:	CLA Contract	
Notes:	CLA are our outsourced accountants. They help with the audit and monthly reconciliations.	
Motion:	Motion to approve the CLA Contract	
Made by:	1 st : Brent Ness	2 nd : Ge Vang
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Ge Vang, Brent Ness	
Action:	Motion passed.	

FINANCE COMMITTEE

All that a school should be.

Agenda Item:	Ratification of Cleaning Services Contract	
Notes:	Got three bids from different vendors. Crosstown Cleaning seemed to be the best choice.	
Motion:	Motion to approve the ratification of cleaning services contract - Crosstown Cleaning	
Made by:	1 st : Sonya Zuker	2 nd : Brent Ness
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Ge Vang, Brent Ness	
Action:	Motion passed.	

NEW BUSINESS

Agenda Item:	Board Member Self-Assessment	
Notes:	Board Members will take time to review the board member self-assessment and bring it back next month to decide if this is something the Board would like to do.	
Motion:	Motion to approve tabling the board member self-assessment to the next board meeting.	
Made by:	1 st : Ge Vang	2 nd : Sonya Zuker
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Ge Vang, Brent Ness	
Action:	Motion passed.	

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NEW BUSINESS

Agenda Item:	NEO Updates
Notes:	Adam went through the new requirements and policies for Charter Schools. The Board and Administrators are already aware of the new updates and have been working on updating our policies.

SCHOOL ADMINISTRATION

Agenda Item:	Academic Report
Notes:	Presented by Tony Hang (HCPA Director of Operations) <ul style="list-style-type: none"> - Teachers and Staff returned for August training - New Gen 10 iPads for K-2 have been deployed - All Chromebooks have been reimaged, cleaned and fixed - Maintenance has been getting classrooms ready for the school year - Transportation has been finalizing the fall routes and meeting with HAP and Lance, our bus vendors, to review and adjust as needed



	<ul style="list-style-type: none"> - HCPA hired 25 new employees. Has been actively engaged in the onboarding process - Counseling has been working on student schedules - Our SPED program currently includes 257 students across K-12 with active IEPs.
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SCHOOL ADMINISTRATION

Agenda Item:	CAO/CFO Evaluation using Superintendent Evaluation Tool	
Notes:	This evaluation is used for superintendents across Minnesota. It allows for a better opportunity for better feedback.	
Motion:	Motion to approve the CAO/CFO Evaluation using Superintendent Evaluation Tool	
Made by:	1 st : Sonya Zuker	2 nd : Brent Ness
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Ge Vang, Brent Ness	
Action:	Motion passed.	

ADJOURN

Agenda Item:	Adjourn	
Notes:		
Motion:	Motion to adjourn the meeting at 6:35PM.	
Made by:	1 st : Ge Vang	2 nd : Sonya Zuker
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Ge Vang, Brent Ness	
Action:	Motion passed.	

The board meeting adjourned at 6:35PM.

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