

## HCPA Governance Committee Meeting Agenda and Minutes

Tuesday, September 10th 2024  
3:30PM - 5:00PM

**Join by Google Meets Using the Link below:**

<https://meet.google.com/urg-jhvr-orh>

Or

**Join by phone**

Dial: +1 304-459-9094 Enter PIN: 163 712 396#

[Committee Calendar for 2024-2025](#)  
[School Board Calendar For 2024-2025](#)

[Yearly Rolls and Responsibilities](#)  
[Committee Members](#)

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

	<b>Actions Needed</b>	<b>Time Allotted</b>
Call to Order at 3:38 PM Attended by: Daniel Schmidt, Kyle Seeley, David Thompson, Susan Vang, Kiersten Sloneker, Joseph Norby-White, Pa Kou Vang, Kaethe Eltawely, Heidi Pendroy		
1. Consent Approval of agenda a. Approved		
2. Look at the calendar for the year.	<b>Discussion</b>	10 m
3. Updates from last school board meeting on Wednesday June 28, 2024, July 24, 2024, and Aug 28th, 2024 a. Susan gave updates b. Members of Minnesota Associations of Charter Schools  Next school board meeting: Wed, Sept 25th, 2024	<b>Update</b>	10 m
4. <a href="#">Library Materials Policy</a> Susan Vang a. See notes on policy b. Policy number 600? c. David will work on formatting and grammar before it goes to legal. d. <b>Send to legal then to board by Sept meeting</b>	<b>Discussion</b>	10 m

<p>5. <a href="#">Student Journalism Policy</a> Susan Vang</p> <ol style="list-style-type: none"> <li>a. See notes on policy</li> <li>b. Policy number?</li> <li>c. Cont to work on at next meeting</li> <li>d. <b>Send to legal</b></li> </ol> <p><b>Table to next Oct meeting</b></p>	<p><b>Discussion</b></p>	<p>10 m</p>
<p>6. <a href="#">Religion at school policy</a></p> <ol style="list-style-type: none"> <li>a. Add IV Section H added about smudging</li> <li>b. Moved moment of silence to section I             <ol style="list-style-type: none"> <li>i. Items A &amp; B are done.</li> <li>ii. <b>Missing policy number</b></li> <li>iii. <b>Added preamble on section E to clarify the previously stated point</b> <ol style="list-style-type: none"> <li>1. <b>Dan needs to review, then take vote at next meeting</b></li> </ol> </li> </ol> </li> </ol> <p>A) All we have added is from St. Paul schools B) Include meeting meets form Governance Committee meeting from May 2024</p>	<p><b>Discussion</b> <a href="#">(Board Meeting Minutes)</a></p>	<p>20 m</p>
<p>7. <a href="#">Update or adopt a nepotism policy that meets the new requirements and includes the prohibition of the employment of immediate family</a></p> <ol style="list-style-type: none"> <li>I. The board must adopt a nepotism policy that prohibits the employment of immediate family members of a board member, a school employee, or a teacher who provides instruction under a contract between the charter school and a cooperative. The board may waive this policy if: (1) the position is publicly posted for 20 business days; and (2) a two-thirds majority of the remaining board of directors who are not immediate family members of an applicant vote to approve the hiring. A board member, school employee, or teacher under contract with a cooperative must not be involved in an interview, selection process, hiring, supervision, or evaluation of an employee who is an immediate family member.</li> </ol> <p>HCPA <a href="#">nepotism policy</a></p> <ol style="list-style-type: none"> <li>a) See notes on policy</li> <li>b) Work on the formatting to look like our other policy</li> <li>c) <b>Send to legal.</b></li> <li>d) <b>Send to the board's Sept meeting.</b></li> <li>e) Will continue to work on Oct meeting</li> </ol>	<p><b>Discussion From Mrs. D</b> Needs to be done for Sept. board meeting</p>	<p>10 m</p>

<p>8 <a href="#">Update Admission Lottery Policy</a></p> <ul style="list-style-type: none"> <li>○ A. A staff member eligible for an enrollment preference for their child, including a foster child, must be an individual employed at the school whose employment is stipulated in advance to total at least 480 hours in a school calendar year.</li> <li>● <i>*Note: the student is considered enrolled in the school until the student formally withdraws, the school receives a request for the transfer of educational records from another school, the school receives a written election by the parent or legal guardian of the student withdrawing the student, or the student is expelled under the Pupil Fair Dismissal Act in sections 121A.40 to 121A.56.</i></li> </ul> <p><a href="#">HCPA enrollment policy</a></p> <ul style="list-style-type: none"> <li>a) See notes on policy</li> <li>b) 3C section: Add the above information</li> <li>c) Send to Board for Sept meeting.</li> </ul>	<p><b>Discussion From Mrs. D Needs to be done for Sept. board meeting</b></p>	<p>10 m</p>
<p>9. Facility use of school</p> <ul style="list-style-type: none"> <li>c. Policy has not been share at of 8/22</li> </ul> <p><b>Table to next Oct meeting</b></p>	<p>?</p>	
<p>10. <a href="#">Board School Wide events</a></p> <p>Has the board signed up for their events yet?</p> <ul style="list-style-type: none"> <li>a) Susan will send out again and will address the Sept. meeting.</li> <li>b) Check back again (Jan 2025 meeting)</li> </ul>	<p><b>Discussion</b></p>	<p>10 m</p>
<p>11. <a href="#">Use of Internet policy:</a></p> <ul style="list-style-type: none"> <li>d. HCPA network filters and websites are blocked. Out of network the internet will have to have their filters and website blocked. <ul style="list-style-type: none"> <li>i. Locked down internet for students</li> <li>ii. Is this equitable for Elementary THROUGH High School?</li> <li>iii. What is the parent's understanding? <ul style="list-style-type: none"> <li>1. We need to be clear that it is based on the NETWORK NOT the computer. <ul style="list-style-type: none"> <li>a. <b>Speak with Dr. Lor about how to communicate that with parents</b></li> </ul> </li> </ul> </li> </ul> </li> <li>e. Policy for at school usage: Refer to at home use of computer policy and in student handbook. <ul style="list-style-type: none"> <li>i. Referenced.</li> </ul> </li> <li>f. Add: Any usage of HCPA devices at home must follow HCPA school use of technology policies</li> </ul>	<p><b>Passed</b> <a href="#">by board</a> <a href="#">6/28/2024</a></p>	<p>5 m</p>

<p>i. Tabled to September 10 meeting, following meeting with Dr. Lor about communicating policies with families</p> <p>g. Discipline elementary; can lose a computer, Middle/high can not take computers.</p> <p>i. Tabled to September 10 meeting, following meeting with Dr. Lor about communicating policies with families</p>		
<p>12. <a href="#">LFB 406 Public and Private personal data</a> (back from legal)</p> <p>Table to September 10, 2024 meeting; Did legal have any changes for us?</p>	<p><b>Passed</b> <a href="#">by board</a> <a href="#">6/28/2024</a></p>	<p>5 m</p>
<p><b>Adjourn</b> at 4:50pm</p>		

**Policies and Agenda Item labels are**

**Vote** (needs to be finalize and send to board)

**Send to Board/Lawyers** (to get looked at or approved for next steps)

**Passed by Board**

**Review** (came from board/lawyer, check for changes)

Discussion (Feedback),

Update (Information)

**Tabled to Next Meeting**

**Tabled from last meeting**