

HCPA Board of Directors Board Meeting

Meeting Date: Wednesday, September 25, 2024
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 - <i>virtual from 7208 Fairview Road North, Baxter, MN 56425</i>
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 – HCPA Chief Financial Officer
x		Jenee Nordstrom-Andersen - HCPA Director of Teaching and Learning 6-12 (HERC Member)
x		Hong Tran - HCPA Asst Director of Teaching and Learning 6-12
x		Luke Mead - HCPA Facilities & Project Manager (HERC Member)
x		Krista Skoglund - HCPA Director of Teaching and Learning K-5
x		Jeremy Shedlosky - HCPA Asst. Director of Teaching and Learning K-5

OPENING ITEMS

Agenda Item:	Approve Agenda
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All that a school should be.

Notes:	Move the Academic Updates to after New Business	
Motion:	Motion to approve the 9.25.24 Board Meeting Agenda	
Made by:	1 st : Ge Vang	2 nd : Daniel Schmidt
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Ge Vang, Brent Ness, Christine Smith, Daniel Schmidt, Aly Xiong	
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:	Minutes & Contracts	
Notes:		
Motion:	Motion to approve the Consent Agenda - Minutes & Contracts	
Made by:	1 st : Sonya Zuker	2 nd : Ge Vang
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Ge Vang, Brent Ness, Christine Smith, Daniel Schmidt, Aly Xiong	
Action:	Motion passed.	

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NEW BUSINESS

Agenda Item:	Strategic Planning of Future Construction Projects (with HERC)
Notes:	<p>Jenee & Luke are HERC Members</p> <p>Presenting ideas for construction of the Middle School dirt lot.</p> <ul style="list-style-type: none"> - Install a gazebo that would allow a space for classes to be outdoor - Install gardens for science/conservation classes/projects - Move the playground closer to the dome/turf - Create a parking lot - Meeting the current needs of more parking space for teachers/staff/parents, soft space for students to play and spend time on, and moving the playground closer to the Elementary.

ORIGINAL DOCUMENT

	<p>HCPA would be funding the project. This would not negatively impact HCPA's finances/budget. Project could range anywhere from \$2 million - \$5 million.</p> <p>Build a committee to talk about long term and short term goals for this project, connect with architects, and make different designs. Build a committee that comes from different departments that will focus on the needs of the school, students and staff.</p>	
Motion:	Motion to approve Daniel Schmidt, Brent Ness and Christine Smith to be a part of this committee along with other HCPA staff.	
Made by:	1 st : Sonya Zuker	2 nd : Ge Vang
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Ge Vang, Brent Ness, Christine Smith, Daniel Schmidt, Aly Xiong	
Action:	Motion passed.	

NEW BUSINESS

Agenda Item:	Board Member Self-Assessment (tabled from last Board Meeting)	
Notes:	The Board Member Self-Assessment is a statutory requirement. This will help us analyze what the Board would like to learn about and complete trainings that correspond with the results.	
Motion:	Motion to approve the Board Member Self-Assessment	
Made by:	1 st : Sonya Zuker	2 nd : Ge Vang
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Ge Vang, Brent Ness, Christine Smith, Daniel Schmidt, Aly Xiong	
Action:	Motion passed.	HCPA BOARD APPROVED

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SCHOOL ADMINISTRATION

Agenda Item:	Academic Report	ORIGINAL DOCUMENT
Notes:	<p>Presented by the Directors of Teaching and Learning</p> <p>Overview of Academic Assessment Results: FastBridge, ACCESS, MCAs</p> <ul style="list-style-type: none"> - We met our FastBridge Reading goal last year but not our Math goal - Our focus will shift to raising our math goals - Some initiatives that we are taking are NIET Rubric training, DDI Implementation, Student Culture, MTSS 	

GOVERNANCE COMMITTEE

Agenda Item:	Committee Updates
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All that a school should be.

Notes:	HCPA Events were updated and sent to the Board members. Members should start signing up for events to attend.
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GOVERNANCE COMMITTEE

Agenda Item:	Policies: Library Materials, Student Journalism, Nepotism Policy, Enrollment Policy	
Notes:	All policies went through the legal team. The legal team sent them back with comments on fixing the format.	
Motion:	Motion to approve the Policies with the formatting changes	
Made by:	1 st : Sonya Zuker	2 nd : Christine Smith
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Ge Vang, Brent Ness, Christine Smith, Daniel Schmidt, Aly Xiong	
Action:	Motion passed.	

FINANCE COMMITTEE

Agenda Item:	Monthly Financial Review	
Notes:	ADM Overview: Original Budget: 2,425 Actual ADM: 2,525 Days' Cash on Hand: 209 days (minimum is 90 days) The beginning balances are preliminary until the audit has been completed Original budget that was approved for FY25 is included within these statements	
Motion:	Motion to approve the Monthly Financial Review	
Made by:	1 st : Ge Vang	2 nd : Christine Smith
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Ge Vang, Brent Ness, Christine Smith, Daniel Schmidt, Aly Xiong	
Action:	Motion passed.	

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ADJOURN

Agenda Item:	Adjourn	ORIGINAL DOCUMENT
Notes:		
Motion:	Motion to adjourn the meeting at 7:11PM.	

Made by:	1 st : Sonya Zuker	2 nd : Ge Vang
Voted Yea: 7 Voted Nay: 0 Abstain: 0	Susan Vang, Sonya Zuker, Ge Vang, Brent Ness, Christine Smith, Daniel Schmidt, Aly Xiong	
Action:	Motion passed.	

The Board Meeting adjourned at 7:11PM.

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