
HCPA Board of Directors Meeting Minutes

September 27, 2017

Members Present:

*Jason Helgemoe, Board Chairman, Community Seat
Crystal Robideau, Teacher Seat
Maisian Schiung, Board Treasurer
Vue Thaow, Board Vice-Chair
Kalc Vang, Board Member
Fue Vue, Board Member
Christy YongVang, Board Member, Parent Seat*

Members Absent:

Ex Officio Member Present:

Dr. Christianna Hang, Superintendent

Guests:

*Lisa Bonko, HCPA Marketing and Special Projects Consultant
Heather Johnson Ross, Bethel University Authorizer*

Staff:

Pao Yang, Chief Operating Officer

Call to Order:

Chair Helgemoe called the meeting to order at 4:35 PM.

Consent Agenda Items:

Approval of Agenda:

Call for approval of the Sept. 27, 2017 HCPA Board Agenda
Motion by Ms. Christy YongVang seconded by Ms. Maisian Schiung to approve the Agenda as submitted. The motion carried.

Approval of August 30, 2017 HCPA Board Minutes:

Call for approval of the August 30, 2017 Board Minutes
Motion by Mr. Kalc Vang seconded by Ms. Maisian Schiung to approve the Board Minutes as submitted. The motion carried.

Phase 4 Bond Project Updates:

Dr. Hang and Mr. Yang presented to the board an update regarding the Phase 4 Expansion. Currently everything is on track. The first soccer game on the new field will be in October and the dome will go up in November. Discussion regarding contingency funds and opportunities to complete the sports fields

New Agenda Items:

The board extended a warm welcome to its newest member, Crystal Robideau.

Board Officer Nominations for the 2017-2018 fiscal year

- Board Chair - Jason Helgemoe
- Vice Chair - Vue Thaow
- Treasurer - Maisian Schuing
- Secretary - Crystal Robideau

The board discussed the benefits of continuing with the same Chair, Vice Chair and Treasurer for the 2017-18 school year. Ms. Crystal Robideau was asked to assume the role of the Board Secretary.

Motion by Mr. Kalc Vang seconded by Ms. Christy.YongVang to approve the Board Officer Nominations as submitted. The motion carried.

2017/2018 Updated Employee Handbook

The board reviewed the proposed adjustments to the employee handbook. Due to the expiration of the TIF grant HCPA will no longer be able to offer employee bonuses. In addition, due to the business need, 12 month staff will no longer be given the Friday before Labor Day off. 12 month hourly staff will no longer have MEA Friday off.

Motion by Mr. Vue Thaow to accept the handbook revisions as presented by Dr. Hang. The motion was seconded by Ms. Christy.YongVang. The motion carried.

Salary Comparison for Hourly Employees

- Paraprofessional and Teaching Assistants Salary Placement Scale –review/approve
- Facility Assistants Salary Placement Scale –review/approve

The board reviewed salary comparison schedules for hourly school year employees (paraprofessionals) and hourly school year employees (facility).

Motion by Mr. Kalc Vang to accept the Paraprofessional scales as presented and the facility scale upon combining the two scales into one. The motion was seconded by Ms.Crystal Robideau. The motion carried

Grade Level/Site Expansion Application submitting to Bethel University/MDE

Research regarding the benefits of a pre-school program was presented by Lisa Bonko. The research included demographics, immediate and lasting effects of pre-school.

Metro Deaf for Building Site Expansion Update

- 2 Budget Models for adding a preschool starting fall 2019 were presented to the board. One showed the impacts of preschool being funded by the state government and one with no state funding.
- Key comparisons for 2 budget models were reviewed by Dr. Hang. Key financial metrics were reviewed with both scenarios: enrollment, surplus (deficit), fund balance, debt service coverage and days cash on hand.
- Metro Deaf pricing & funding (bank loan vs. bond financing) was reviewed by Dr. Hang. She outlined the benefits and disadvantages of acquiring a bank loan vs. financing the acquisition by issuing bonds.
- Updates from the HERC Board regarding the Metro Deaf Project. The minutes of the 9/21/17 HERC board meeting were presented to the board. The HERC board approved pursuing the acquisition of the Metro Deaf site.

The HCPA Board discussed the merits of proceeding with the grade level and site expansion application with Bethel University and subsequently MDE. *Mr. Vue Thaow motioned to proceed with the grade level and site expansion application. Christy Yong Vang seconded the motion. The motion carried.*

Crystal Robideau motioned resolved, that the Board of Directors of Hmong College Prep Academy, a Minnesota non-profit corporation (the "Corporation"), have authorized the Superintendent, Christianna Hang, to negotiate and pursue a Letter of Intent with Cushman Real Estate for the purchase of property located at 1471 Brewster Street, St. Paul, Minnesota, and owned by 1House2Hands, Inc. a Minnesota non-profit corporation, and operated as the Metro Deaf School, a Minnesota non-profit corporation. The motion was seconded by Mr. Vue Thaow.

Adjournment:

Chair Mr. Jason Helgemoe called for a motion to adjourn the meeting at 5:43 PM.

Motion to adjourn by Mr. Vue Thaow seconded by Ms. Christy YongVang to adjourn the meeting. The motion carried.