



Board of Directors  
Thursday, December 20, 2018  
HOPE Conference Room  
5:00 p.m.

## MINUTES

*Present:* Andy Grover, John Yang, Ka Zoua Yang, Mai Vang, Pao Yang, and Sia Lo

*Absent:* Zuag Lee

*Staff:* Maychy Vu and Nancy Cheng

*Others:* Jenny Abbs and Dennis Hoogveen

The meeting convened at 5:00 p.m.

### I. Call to Order

### II. Approval of Agenda

*MOTION: Sia moved, Pao seconded to approve the agenda. No further discussion. Motion carried.*

### III. Approval of Minutes: November 20, 2018

*MOTION: Pao moved, Sia seconded to approve the November 20, 2018, minutes. No further discussion. Motion carried.*

### IV. Community Comments

SY2018 Financial Audit Report – Dennis Hoogveen, CliftonLarsonAllen

Dennis reported that they've issued a clean audit for HOPE. Dennis went over highlights from the Financial Statements and Supplemental Information booklet and responded to questions / comments.

*[Dennis left the meeting at 5:17 p.m.]*

### V. Consent Agenda

None

### VI. Committee Reports

#### 1. Executive Committee

Mai reported that they met with Mimi Palen-Clare of Executive Growth Advisors on November 13th to discuss the ED's 360 Annual Performance Review. They worked on a timeline to be able to provide an answer to Maychy by March 1st. We will be holding a closed session immediately following the board meeting tonight to discuss it.

#### 2. Board Operations Committee

Ka Zoua provided update. Brief discussion followed on the policy and bylaw updates. The plan is to have a finalized version of the policy updates for board approval at the February 2019

meeting. The projected timeline for completion of the bylaws updates is in April 2019. Please see the December 12, 2018, Operations Committee meeting minutes provided with meeting materials.

3. Finance Committee  
November 2018 Summary Report  
November 2018 Summary Income Statement  
November 2018 Balance Sheet  
November 2018 Payment Register

Jenny went over the financials. See the November 20, 2018, financials and the December 13, 2018, Finance Committee meeting minutes provided with the meeting materials.

***MOTION: Ka Zoua moved, John seconded to approve the November Summary Report, Summary Income Statement, Balance Sheet, and Payment Register. No further discussion. Motion carried.***

## VII. Existing Business

1. Board Training Program Update  
January 24, 2019, Training from 6:00 p.m. - 8:00 p.m.  
Topic: Fundraising/How to Get More Funding for the School
  - Maychy reported she has reached out to Eugene Piccolo from MACs, but has not received a response. Jenny stated she will check with one of her resources to see if they can help. Mai asked for the board's thoughts on an alternative topic for training in case the fundraising topic doesn't work out. Discussion followed. The committee agreed on doing a training session on the differences of Title I, Title II and Title III as back-up training session, and Jenny offered to conduct the training.
2. St. Thomas Contract Project - Board discussion on bond covenant, board training, and parent survey: Next Steps?
  - Bond Covenant: There may be some misunderstanding regarding HOPE's bond covenant situation with St. Thomas. Maychy will work on securing a meeting among the stakeholders to help educate all parties involved so we're all on the same page.
  - Board Training: The board feels that we're moving towards the right direction with board training with both the new board member training and the on-going training. Nothing further needs to be done at this point.
  - Parent Survey: This item was discussed with Aaliyah and Dana during the November on-site visit as well. The school is working on conducting the parent survey in January/February. The survey will be conducted in multiple ways: online, parent night, mailed hard copy, etc.

3. Board Retreat SY2019-20

- The Annual Board Retreat is set for Thursday, July 25, 2019, from 8:00 a.m. to 12 Noon. Lunch will be provided after the meeting.

**VIII. New Business**

1. Executive Director's Report

Maychy reported on the following:

- December Dashboard: Strategic Plan Updates
- November St. Thomas on-site visit:
  - Maychy has not received the written report from St. Thomas yet, but will share that with the board once she receives it.
  - Students love HOPE (school)
  - Six parents came to meet with St. Thomas and expressed concerns about bus safety, would like to have a pre-K program again, a swimming pool and a bigger gymnasium.
- MDE Review Site Visit - Special Education Program December 18, 2018
  - Pre-site visit online survey (31 total: administrator, gen. ed. Teachers, sped teachers, paras)
  - # of interventions may be too high and prevent students from receiving support in timely manner
  - Student minutes determines teachers' schedule
  - 23% of gen ed teachers don't feel comfortable teaching sped students – more PD on modifications / accommodations/ planning together, etc.
  - Implement more life skills as part of students transitions
  - Appreciate that the teachers know reading takes place in all content areas, not just in ELA classes
  - Teachers appreciate the students at HOPE
  - Gen Ed and SpEd teachers highly respect paraprofessionals

Maychy was informed she will receive a written report from MDE by July 1, 2019.

- 2018-19 School Board Master Calendar is now available in Drop box.

2. Principal Position - Board request for discussion

Maychy provided update and discussion followed. Maychy stated she hired someone to fill the Principal position for the 2018-19 School Year, but it did not work out. Due to budget concerns and enrollment numbers, she has decided to place the Principal position on hold for now. She plans on posting the Principal position again and hope to get someone hired in the Spring, so the individual will be familiar with the school's program and be ready to start the 2019-2020 School Year.

3. Plus/Delta

Plus: All board members attended HOPE's Hmong New Year Celebration



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Delta: Explosion of a home near HOPE. Maychy provided update and a brief discussion followed.

4. Others  
No other items.

The meeting adjourned at 7:23 p.m., followed by a closed session.

**Closed Meeting Session:**

The board is working with Mimi Palen-clare of Executive Growth Advisors on a timeline to administer the online survey. The Executive Director will put list of respondents for the board to review. January 10, 2019 is the date for the link to be sent out. The board will deliver its decision to the Executive Director by March 1, 2019.

The next Board Meeting is on Thursday, January 24, 2019, at 5:00 pm, followed by our training session.