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Board of Directors
Thursday, May 23, 2019
HOPE Conference Room
5:00 p.m.

MINUTES

Present: Andy Grover, John Yang, Ka Zoua Yang, and Mai Vang

Absent: Sia Lo, Zuag Lee, and Pao Yang

Staff: Maychy Vu and Nancy Cheng

Others: Jenny Abbs, BergenKDV, and Dana Peterson, UST

The meeting convened at 5:05 p.m.

I. Call to Order

II. Approval of Agenda

Jenny asked to add approval of 2019-20 budget proposal under the Finance Committee update.

MOTION: ***John moved, Andy seconded*** the motion to approve the agenda as amended. No further discussion. ***Motion carried***

III. Approval of Minutes: April 25, 2019

MOTION: ***Ka moved, John seconded*** a motion to approve the April 25, 2019, meeting minutes. ***Motion carried.***

IV. Community Comments

There was none.

V. Consent Agenda

1) Seating of New Board Members

- Sia Lo, Community Member
- Ka Zoua Yang, Parent Member
- Zuag Lee, Teacher Member

MOTION: ***John moved, Andy seconded*** a motion to approve the seating of new board members for a 3-year term ending in 2022. No further discussion. ***Motion carried.***

2) Officers Election

Mai made the suggestion to table this item to the June meeting.

3) SY 2019/20 Teacher Contracts

4) MN Association of Charter Schools (MACS) Membership Renewal SY 2019/20. The rate for SY 2019/20 is \$7,062.

5) Vendor Contracts:

- OT Services - Patty Woolfrey-Flatten
- Speech Service - Denise Servais
- Speech Service - Linda Goldstone
- Pyramide - Cleaning Service
- EZY Ride - Additional vans used to service students in support of the school buses.
- Designs for Learning Special Education Director

MOTION: John moved, Ka seconded a motion to approve the consent agenda. No further discussion. Motion carried.

VI. Committee Reports

1. Executive Committee

Mai reported the Executive Committee's April meeting was cancelled, so there is nothing to report. The Executive Committee continues to work on the ED grievance process.

2. Board Operations Committee

Ka reported on the following:

- a. 2019 Board Development Plan: Ka went over the individual methods under the two goals and brief discussion followed on the board training. Mai asked that the January board training be added as the board had decided this would be an annual meeting in conjunction to the January board meeting. Andy suggested other board training to consist of visiting the MAC headquarters, attend the Charter School day, and attending Capitol Day.
- b. May 9th Annual Meeting Recap: Ka reported the Annual Meeting this year was successful. The prize baskets from the staff were a big hit.
- c. The BOC is working on finalizing the revision of the HOPE bylaws and will bring it to the full board for approval at a future board meeting.

3. Finance Committee

April 2019 Summary Report
April 2019 Summary Income Statement
April 2019 Balance Sheet
April 2019 Payment Register

Jenny went over the financial highlights. See the attached April 2019 Financial Statements and Supplemental Information Report provided with the meeting materials.

MOTION: John moved, Andy seconded the motion to approve the April summary report, summary income statement, balance sheet, and payment register. No further discussion. Motion carried.

Jenny provided information on a HOPE investment fund account previously with Wells Fargo. Wells Fargo can no longer accommodate HOPE's investment fund account. This item was discussed at a previous Finance Committee meeting, and the committee made the

recommendation for Jenny, as the business consultant, and Maychy, as the Executive Director, to move ahead with how best to handle this investment fund moving forward. The decision has been made to invest with Chase Edward Jones. The resolution stated below is for the Board's approval. Brief discussion followed.

Resolution: Resolved, that the individuals, Maychy Vu, Executive Director, and Jenny Abbs, Bergen KDV Business Consultant, shall have the full power and authority on behalf of the corporation to enter an agreement on behalf of the corporation, open a brokerage account on behalf of the corporation, do and perform every act to be done in conjunction with the account being opened, including but not limited to, being able to transfer, endorse, sell, assign, and deliver any and all certificates of stock, bonds, debentures, notes, subscriptions, warrants, stock purchase warrants, evidences of indebtedness, or other securities now and hereafter registered in the name of or owned by the corporation and make, execute, and deliver any and all written instruments necessary to effectuate the authority hereby granted.

MOTION: **John moved, Ka seconded** the motion to approve the resolution presented above. No further discussion. **Motion carried.**

Jenny went over the proposed budget for 2019-2020 and stated we are still within our fund balance policy and meeting the bond covenant debt service coverage ratio. She also shared the projected budget for the next three years and her concerns about the student enrollment numbers. Discussion followed.

MOTION: **Andy moved, John seconded** the motion to approve the 2019-2020 proposed budget as presented tonight. No further questions. **Motion carried.**

VII. Existing Business

1. Fundraising Follow-Up: Identify 1-2 short-term and long-term fundraising ideas
With all activities taking place this last month of school, there has not been further discussion on this item. This item will be tabled for a future meeting.
2. SY 2019-20 Board Retreat on July 25, 2019 -- finalize draft agenda
Brief discussion followed and Mai suggested adding board training as a topic. Mai to draft an agenda for the board to review.
3. Year-End Appreciation Breakfast: May 31 at 8:00 am in cafeteria
Mai reminded everyone that the Board will host the HOPE staff year-end appreciation breakfast next Friday, May 31st at 8:00 am. See Mai if you have any questions.
4. Others
There was no other business.

VIII. New Business

1. Executive Director's Report

Highlights Includes:

- Hub model to expand to the 4th and 5th grade teams
- Home visits program
- Hmong Curriculum -- working on the copyright
- Hmong Spelling Bee went well -- this is the first time they've held it on a Saturday and they also received \$600 from Hmong local business to support food and beverage
- Dave Peterson, Academic Consultant, to provide the Teacher Development and Evaluation (TDE) marketing
- Implementation of Core Curriculum
- Revising communication protocol; working with communications consultant
- Staff engagement survey to be done online next week
- Orientation: 1) Parent orientation for new students and Kindergarteners and 2) Returning students

Ka provided the following comments:

- Invite teachers/staff to provide reports/updates
- Invite the PTO members to a board meeting to meet the board members

2. Plus/Delta

Plus: Dana shared St. Thomas would be sending out a draft of their evaluation in the next couple of weeks.

Delta: There were none.

3. Others

There were none.

The next Board meeting is on Thursday, June 27, 2019 at 5:00 p.m. in the HOPE Conference Room.

The meeting adjourned at 6:29 p.m.