

Board of Directors  
Thursday, August 22, 2019  
HOPE Conference Room  
5:00 p.m.

## MINUTES

*Present:* Andy Grover, John Yang, Ka Zoua Yang, Mai Vang, Pao Yang, and Zuag Lee

*Absent:* Sia Lo

*Staff:* Maychy Vu, Cindy Yang

*Others:* Jenny Abbs

The meeting convened at 5:02 p.m.

### I. Call to Order

### II. Approval of Agenda

*MOTION: Zuag moved, Ka seconded the motion to approve the agenda. No further discussion. Motion carried.*

### III. Approval of Minutes: July 25, 2019 Special Board Meeting and Board Retreat Minutes

*MOTION: John moved, Andy seconded the motion to approve the July 25, 2019 Special Board Meeting and Board Retreat meeting minutes. No further discussion. Motion carried.*

### IV. Community Comments

There was none.

### V. Consent Agenda

1) Teachers/Administrative Contracts -- Maychy made a note it includes Dr. Lee, the new Director of Curriculum & Instruction.

*MOTION: Ka moved, Zuag seconded to approve the consent agenda. No further discussion. Motion carried.*

### VI. Committee Report

1) Executive Committee

The Executive Committee did not meet. There is no update.

2) Board Operations Committee

The Operations Committee did not meet. Ka reported the next Operations Committee meeting would be on Wednesday, September 11th at 4:30 p.m. in the HOPE Conference Room.

- 3) Finance Committee
- June 2019 Summary Report
  - June 2019 Summary Income Statement
  - June 2019 Balance Sheet
  - June 2019 Payment Register
  - July 2019 Payment Register

Jenny went over the financials. See the attached June 2019 Financial Statements and Supplemental Information Report as well as the July 2019 Payment Register provided with the meeting materials.

***MOTION: John moved, Zuag seconded the motion to approve the June 2019 summary report, summary income statement, balance sheet, and payment register as well as the July 2019 payment register. No further discussion. Motion carried.***

*[Pao joined the meeting at 5:24 p.m.]*

The Finance Committee makes the following three recommendations for board approval:

1. Employment Reimbursement Policy
2. Sia Lo to be a signer on the HOPE Community Academy bank account
3. Sia Lo to serve on the HCA Building Company Board as the treasurer

***MOTION: Ka moved, Pao seconded the motion for the Board to approve the above three items. No further discussion. Motion carried.***

## **VII. Existing Business**

### **1. By-laws**

Mai reported the bylaws update the Board passed at the June meeting does not meet the compliance requirement in our amendment procedure. Under Article IX Amendments section, it states "...amendment to the bylaws must be presented in writing at a regular board meeting at least one month prior to the board taking action on the amendment." The Board will need to reverse our motion approved at the June meeting and make a new motion to be approved again tonight in order to be in compliance with our amendment procedure.

***MOTION: John moved, Ka seconded the motion to reverse the motion for approval of the HOPE Bylaws update from the June meeting and make a new motion to approve the HOPE Bylaws as presented at the June meeting tonight. No further discussion. Motion carried.***

### **2. Board Training Program -- Robert's Rule Training**

Pao reported he spoke to two attorneys and offered the following two options:

1. Brian Melendez would cost \$600 an hour for a live presentation or we also have the option to pay for one of his online videos which would cost \$65.
2. Kevin Went would cost \$50 for a live one hour presentation.

Discussion followed on the costs and pros/cons of a live presentation and a video presentation. The Board opted to go with Option 2 -- a one hour live presentation training session to immediately follow our September meeting from 6 pm - 7 pm. Pao to confirm and will send e-mail update on whether Kevin Went can do a live presentation on September 26th at 6 p.m.

#### **VIII. New Business**

##### 1. ED Report (see attached):

###### a. August Events

- Aug. 15                   New Staff Orientation
- Aug. 16                   New to HOPE Family Orientation
- \*KG Orientation re-scheduled to 8/22
- Aug. 19-22               Opening Week for all staff
- Aug. 22                   K-8 Open House \*traditional open house 5:00 – 7:00 pm
- Board Meeting 5:00 – 7:00 pm
- Aug 26                   1st day of school

###### September Events

- Sept. 2                   Labor Day/No School for staff and students
- Sept. 4                   Staff Meeting 3:40 – 4:40 pm Cafeteria
- Sept. 27                  Board Meeting 5:00 pm – 7:00 pm Conference Room

##### B. Enrollment

As of August 22, 2019, the student enrollment is at 554 students.

- This is still a very soft number
- Kindergarten – may add another section is number remains strong through second week of September
- Closed Middle School due to high number  
\*Will take into consideration families with multiple children and offer more support to the MS team.
- No transportation route changes until mid-September.

##### C. Bond Investors Annual Call – August 8, 2019

- Jenny Abbs presented information
- No investors on the call. One investor requested the recording
- No follow-up questions to-date

##### D. St. Paul-Changsha Sister-City Delegation Invitation

Maychy presented the invitation letter from Dai Thao, St. Paul City Council, and Senator Fong Heu for Maychy to be part of the delegation to ChangSha.

Discussion followed on the invitation to China. Maychy provided her thoughts on the benefits and networking opportunities of the trip and responded to questions. Overall the Board was supportive of the invitation, but felt the trip may not fall within the

school's mission. The Board encouraged Maychy to participate in something local and continue to build her relationships.

***MOTION: John moved, Zuag seconded a motion to approve Maychy to take time away from school and pay for her expenses to participate on this trip to Changsha, China, on October 6-11, 2019. The Board voted and the results are as follows: Yay -- John, Andy, and Zuag; Nay -- Pao, Ka, and Mai. Motion dies.***

2. Plus/Delta: None
3. Others: John asked whether there was an alternative method to receiving our board meeting materials so we don't waste papers. Discussion followed.

The next Board meeting is on Thursday, September 26, 2019 at 5:00 pm in the HOPE Conference Room.

The meeting adjourned at 6:34 p.m.