



*Mission: Educating all students to highest levels of academic and social standards with a focus on Hmong language and culture.*

HOPE Community Academy  
September 22, 2022  
Conference Room – 5:00 pm

Present: Staci Ahrens, Hayley Ball, Andy Grover, Don Lorr, Patchia Xiong Vang  
Staff: Melissa Damon, Karen Thao, Maychy Vu  
Others: None

- I. Call to Order 5:06 pm
- II. Rules of Engagement
  - Listen with an open-mind
  - Be bold, bright, and forward-thinking
  - Be 100% in
  - Bring your very best ideas and experiences
  - Be collaborative
  - Think positive
  - Practice humility
  - Respect confidentiality
  - Think big; look for possibilities
  - Ask “why not” instead of “why”
  - Follow-through on commitments
- III. Approval of Agenda
  - 1) Add Staff Handbook under Community Comments  
Staci moved to add meeting Staff Handbook. Hayley seconded. Motion passed.
- IV. Approval of August 25, 2022 Minutes
  - Corrections to be made:
    - \*the correct spelling of Hayley’s name under Consent Agenda #3
    - \*under Existing Business, second bullet add Patchia’s name as the board member who seconded the motion to change the board meeting time back to 5:00 pm
  - Staci moved to approval the August 25, 2022 minutes with the two corrections. Patchia seconded. Motion passed.

V. Community Comments

Staff Handbook – Karen Thao, HR Generalist

Handbook had been approved by the board. However, there were some areas that the board requested to be clarified.

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Curriculum and Instruction Program Report – Melissa Damon, Principal

\*see handout under Executive Director's Report

VI. Consent Agenda

1) Teacher Contracts SY2022/23

Anderson-Wolf, Kat

Htoo, Naw Ellen

Sblendorio, Lisa

Schlittenhart, Scott

2) Charter School Assurances

3) Q Comp

Request board to approve the amount of \$23,000.00 from the Fund Balance to the Q Comp Program. This is a one-time allocation due to the increase in staffing.

Andy moved to approve the Consent Agenda items. Hayley seconded. Motion passed.

VII. Committee Reports

1) Executive Committee

Did not meet – no report

2) Board Operations Committee

- Met on September 8, 2022
- Created the Operation Committee Timeline in Egnyte
- Finalized board development plan and included in folder, was approved in August 2022
- Started looking at policies
- From Finance committee, a question regarding the status of the investment policy

3) Finance Committee

- August 2022 Summary Report
- August 2022 Summary Income Statement
- August 2022 Balance Sheet
- August 2022 Payment Register

The finance audit was still in process. Jenny did not see any major issues. However, HOPE might be cited for noncompliance as a Food Service submission was missed.

The board reviewed, discussed, and filed the financial report subject to audit.

The board also discussed reducing paper. Only the agenda and minutes will be printed out for the board members. There will be two full sets of board packets available at the board meeting. One set will go into the board book, and the second set would be for any guest(s) that may attend.

#### VIII. Existing Business

- Board Development Plan – approved at the August 2022 board meeting and final version is in Egnyte
- Board Member Recruitment – met with Kim Wildebuer, parent candidate, on September 20, 2022 and was recommended to the full board to seat her at the October board meeting.

Background Check – the board discussed and agreed that all board members should have a background check done since they attend school-related events.

Staci moved to seat Kim Wildebuer at the October board meeting. Hayley seconded. Motion passed.

#### IX. New Business

- 1) Executive Director Report  
See ED presentation
- 2) Executive Director SY2022-2024 Contract Addendum  
Closed Session Summary: ED Contract Addendum for SY2022-23. The Full Board reviewed each of the terms requested in the ED's Contract Addendum. The Full Board discussed and voted on each term. The Board's decisions were sent to HOPE's Attorneys for review and follow-up with the ED's Attorney.
- 3) Plus/Delta
- 4) Others

#### X. Adjournment 8:35 pm

Staci moved to adjourned the board meeting at 8:35 pm. Hayley seconded. Motion passed.

**Next Board Meeting: Thursday, October 27, 2022 5:00 pm Conference Room**