

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

HOPE Community Academy

October 26, 2023

Conference Room – 5:00 pm

Present: Hayley Ball, Patchia Xiong Vang, Kimberly Wildebuer, Staci Ahrens, Brian Shaw, Lu Hang, Don Lorr
Absent: Maychy Vu
Guests: Andy Grover, Tessa Grund

I. Call to Order 5:08

II. Rules of Engagement (1-2 minutes)

- 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 (5 minutes)

Motion To Approve: Brian Second: Patchia Votes: All Verbal Vote - Yes

IV. Approval of September 28, 2023 Minutes (5 minutes)

Motion To Approve: Kimberly Second: Brian Votes: All Verbal Vote - Yes

V. Community Comments (5 minutes)

- a. Shaw reminded board members of their invite to the Homecoming dance tomorrow night
- b. Lorr broadcasts Trunk or Treat event happening tomorrow open to the community
- c. Family Night is concurrent with board meeting to raise visibility

- VI. Executive Director's Report (15 minutes)
ED Report – Ms. Maychy Vu (see presentation)
- Announcements
 - Lorr is substituting for the ED due to absence.
 - Patchia brought up the repeated requests to have vacancies and termed positions to be included as well
 - Principals' Reports – Dr. Melissa Damon and Mr. Michael Reed
 - Science department report given by Tessa Grund and Brian Shaw
 - Tessa
 - Every 3 days they get science. Now that she has been hired the science standards are being met, which was not previously available.
 - Field trip opportunities mentioned. 4th grade is Mississippi River. 5th grade is Eagle Bluff.
 - Shaw
 - Talked about the roll out of high school science. New teacher this year. Spoke to the role of each of the three science teachers in the upper school.
 - Security procedure changes have been going well. Continued partnership
 - Question about school being used as a training ground for police.
 - UST Updates
 - Fall visit due. Terry is going to come soon.
 - Strategic Plans - Dashboard Updates (attached)
 - It was pointed out that there were vacancies included here (reference to previous request about vacancy report)
 - There were no units for the data on #5
- VII. Consent Agenda (10 minutes)
- A. MMC HVAC Contract
 - a. Staci broke down the reason for the switch to a different company
 - i. Preventative maintenance and hourly rates outside covered repairs.
 - ii. Costs are projected to be cut in half
 - B. Turf Tigers Inc Contract (snow removal)
 - a. Roughly 2% increase in cost from last year - related to fuel costs
 - b. Renewing with them. Sidewalks, lot, snow removal
 - C. JBD Full Services (Maintenance)
 - a. Building maintenance and management, janitorial
 - D. SY2023/24 Teacher Contracts
Ma, Ris
Parsons, Anthony

Stein, Jordan - New secondary intervention teacher
Yang, Mary - MS EL

E. Assurances of Compliance (AOC) & Mandated Reporting

By completing all sections of the Assurance of Compliance and Mandated Reporting, school districts provide written assurance that they do not discriminate in their use of funds provided through the Minnesota Department of Education and that they have informed all mandated reporters of their reporting duties.

This assurance is given by each district in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts, or other federal and state financial assistance extended to the district by the U.S. Department of Education and the Minnesota Department of Education (MDE), including installment payments after such date of application for federal financial assistance and state aid allotments which were approved before such date.

By submitting the Assurance of Compliance, the district recognizes and agrees that such federal and state financial assistance will be extended in reliance on the representations, supporting information required by Minnesota Statutes, section 127A.42, subdivision 3, and agreements made in this assurance. This assurance is binding on the district and the persons who are authorized to submit information on behalf of the district. Though the paper copy is no longer required, the approval of the board is per Minnesota Rule 3535.9910.

F. 2023-2024 Annual Charter School Assurances

Background: In 2011, the Minnesota Department of Education (MDE) settled a lawsuit, ACLU v. Tarek ibn Ziyad Academy, et al., in which the Commissioner of Education was named as a party. As part of the Settlement Agreement, MDE agreed to adopt certain assurances for charter schools and authorizers. Each charter school that will be operational in the 2023–24 school year must sign Annual Charter School Assurances, which consist of nine separate assurances ensuring nonsectarian public education in all charter school operations, in accordance with state and federal law. Applicable laws include prohibitions against government promotion, establishment, or endorsement of religion, and protections preventing funds distributed to public charter schools from unconstitutionally promoting or establishing religion. The assurances are part of oversight of charter school operations by MDE and charter school authorizers.

Motion To Approve: Staci

Second: Hayley

Votes: Votes: All Verbal Vote - Yes

VIII. Committee Reports (20 minutes)

1) Executive Committee

- a. Don updated us: MACS relationship and their trainings for board members

- 2) Board Operations Committee
 - a. Patchia updated us
 - i. Monthly event list discussion
 - ii. Board training updates
 - iii. When to review bylaws
 - iv. Board serving breakfast to the staff during up to 3 targeted PD days
 - v. Looking at legislation updates
 - vi. Guidelines to upload documents to Egnyte
 - vii. Looking into the idea of an advisory board
 - viii. Guest inclusion best practices to maintain decorum and encourage participation
- 3) Finance Committee
 - September 2023 Summary Report
 - September 2023 Summary Income Statement
 - September 2023 Balance Sheet
 - September 2023 Payment Register
 - Projected ADM was unrealistic in the HS, talk about a more realistic projection
 - Question: What led us to overproject an ADM so high?
 - Deficit of 136k this month
 - Question about insurance sticker shock of 128%

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

IX. Existing Business (5 minutes)
1)

X. New Business (5 minutes)

- 1) Reapprove minutes and agenda to reflect website change

Motion To Approve: Brian motions to approve the agenda with the adjustment of the website address in the header, the addition of board breakfast, + delta, and Egnyte upload guidelines

Second: Hayley

Motion To Approve: Staci motions to approve the minutes from September with the previously approved adjustments in addition to changing the website link in the header to reflect the current website address.

Second: Hayley

- 2) PD breakfast

- a. Board agreed that 2/2/24 will be the day that the board hosts breakfast for staff during their PD
- 3) Guidelines around upload timing into Egnyte
 - a. Proper oversight needs adequate time to review documents. There should be guidelines around upload time to the Board Packet

Pluses and Delta

- + Robert's Rules refresher
- + Moving efficiently tonight
- + Conflict is positive
- + Minute taking

XI. Adjournment Staci moved to adjourn, seconded by Hayley 6:52pm

Next Board Meeting: Thursday, November 16, 2023 5:00 pm Conference Room

DRAFT