



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

HOPE Community Academy

September 28, 2023

Conference Room – 5:00 pm

Present: Brian Shaw, Don Lorr, Patchia Xiong Vang, Kimberly Wildebuer

Absent: Staci Ahrens, Lu Hang, Haylee Ball

Staff: Maychy Vu, Melissa Damon, Katie Kruger, Andy Grover

Others: Andy Sharp

- I. Call to Order @ 5:04pm
- II. Rules of Engagement (1-2 minutes) - Patchia read aloud
 - 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)
 - a. Maychy and Don added times to the agenda items for future meetings
 - b. Approval of Staci being the treasure to be added bank signer

Motion To Approve: Brian Second: Kimberly Votes: All ‘Yes’

- IV. Approval of August 24, 2023 Minutes (5 minutes)

Motion To Approve: Kimberly Second: Patchia Votes: All ‘Yes’

- V. Community Comments (5 minutes)
 - a. None
 - b. Addition with a time limit - with the reviewing of the bylaws

VI. Executive Director's Report (15 minutes)

ED Report – Ms. Maychy Vu (see presentation)

- Announcements
 - Welcome Katie Kruger
 - Construction - playground is done! Smaller playground is on pause until meeting with the construction company
 - Teacher salary table was removed from initial handbook and added with addendum to be released on October 2, 2023
 - Fine Arts night on November 30, 2023
 - Revisited the original motion and vote from August Board meeting
 - Board members all agreed that it did not need to be revisited
- Principals' Reports – Dr. Melissa Damon and Mr. Michael Reed
 - Dr. Damon
 - FAST Data - compared to last year
 - 70-75% family showed up during connect and access days
 - Great transitional times during the first couple of weeks with community building within classrooms. Also helped with catching up on connect and access days that were missed
 - Patchia - liked the new structure of connect and access
 - Kimberly- has a neighbor who switched to HOPE and is loving it at HOPE
 - Don- with the expansion and growth with our after school offerings, how will this affect transportation budget?
 - Yes it will, but we are also asking families to help with transportation
 - Grouping students by ability and creating a schedule with all academic support groups
 - Academic after school activities - will begin at the end of October. Hmong dance group, science club, cartoon club, robotics club, and possibly more to come
 - Mr. Reed
 - Redesign process looking at the master schedule, space, graduation requirements
 - Student ambassador program to help new students enroll and need a tour and connect to their new school
 - Art - 2 fine arts festivals and will be reaching out to eh baor for their involvement when these dates are finalized

- Technology - has been assigned devices and teacher have their new devices
- Athletics - Denied to enter the EMAC conference we not have 4 existing sports at the varsity level
- UST Updates
 - Quarterly report - updates in Egnyte
 - Reports & Manual (UST Folder in Egnyte)
 - Tuition Remissions Policy
 - Added doctoral level
 - Molly has moved on, but our new liaison Terry
- Strategic Plans - Dashboard Updates (attached)
 - Develop an after-school program plan (including community offerings).
 - Create a staff professional development schedule that includes mandatory topics, participants, and schedule.
 - Begin high school graduation plan.
 - Design and implement staff retention and recognition programs.
 - Design and implement a student recognition program.
 - Improve website and parent portal/digital access.
 - Complete high school elective program plan (including Hmong Arts Program).

- VII. Consent Agenda (10 minutes)
- A. Annual Report SY2023
 - B. SY2023/24 Teacher Contracts
 - Diamond, Mark - Secondary ELA
 - Harmon, Robin - PreK
 - Lee, Tou - Secondary Hmong
 - Motheral, Kattina - PreK
 - Parsons, Anthony - 3rd Grade
 - Vang, Vua - 3rd Grade
 - Yang, Mary - MS EL

Approval of Staci being treasurer to be bank signer

Motion To Approve: Brian

Second: Kimberly

Votes: All 'Yes'

- VIII. Committee Reports (20 minutes)
- 1) Executive Committee
 - a. Met on Sept 18th @ 5pm
 - b. Lease aid letter back
 - c. Continuing looking at the goals
 - d. Delegating the goals to more of the committees

- e. Confirmed meeting dates
- f. Following up on rules of order training
- 2) Board Operations Committee
 - a. Review board development plan- will bring when there are more board members are present
 - b. More check ins from other board meetings so that all board committees
 - c. ED - to hear from more academic departments' news
 - d. HR - new hires and vacancies
 - e. Goals and review with our timeline
 - f. Added goal - review goals monthly
 - g. Operation timeline
 - h. Boarding trainings for all board members
 - i. ED tracking board member training
 - j. Board approval deadlines
- 3) Finance Committee
 - August 2023 Summary Report
 - o Missing summary report details
 - Enrollment numbers
 - Spending in looking good, but more expenses will be seen beginning in October
 - 16% of revenue and only 10% spent
 - August 2023 Summary Income Statement
 - August 2023 Balance Sheet
 - August 2023 Payment Register
 - Lease Aid Letter
 - o Reviewed the committee charter and commitments for the year
 - o Continued the discussion from August meeting
 - \$700,000 deficit was discussed- see where there are overages
 - Contract services (HR, custodial, office staff)
 - o Maychy will look into the full time employment salaries and the contracted salaries amounts
 - Technology leases
 - o Strategic plan for technology with collaboration with the technology committee, DaoTech, Maychy, and Mr. Reed
 - o Re-evaluation of technology future

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

IX. Existing Business (5 minutes)



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- 1) Updated board info on website
 - 2) Others
- X. New Business (5 minutes)
- 1) Others
- XI. Deltas and Pluses
- a. +: Brian training and explanation of the board
 - b. +: Roberts rule
 - c. Delta: formatting the agenda
 - d. +: Student council all are filled!

Student representation on the board or engagement with student reports of what is going on in the school

- XII. Adjournment
- Motion To Approve: Don** **Second: Brian** **Votes: All 'Yes'**

Next Board Meeting: Thursday, October 26, 2023 5:00 pm Conference Room