



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

HOPE Community Academy  
December 15, 2022  
Conference Room – 5:00 pm

Present: Andy Grover, Staci Ahrens, Kimberly Wildebuer, Don Lorr, Patchia Xiong-Vang (via Zoom)

Absent: Hayley Ball

Staff: Melissa Damon, Maychy Vu

Others: Tyler See, Abdo Solutions – Audit Manager

I. Call to Order

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

Staci moved to approve the agenda. Patchia seconded. Motion passed.

IV. Approval of November 17, 2022 Minutes

Andy moved to approve the November 17, 2023 minutes. Kimberly seconded. Motion passed.

V. Community Comments

- FY22 Financial Audit Report – ABDO Solutions  
Tyler will send presentation to ED to share with the board  
Expenditure – include 2021 to compare

\*GASB 87 recording requirement -

\*General Fund Budget to Actual

- Curriculum and Instruction Report – Melissa Damon, Principal

\*Progress Monitoring of Title Services in the elementary grades

Gr. 1 Foundations – reading scores increases

HS Math

Reading for Success MS//HS Title – seen student growth, preparing to exit

Read Naturally for MS/HS or Power Up for next year?

\*Lexia – seeing student growth in reading, January 2023 to bring back Lexia training, start tracking reading data, some students assign to reading groups;

EL Coordinator started this month, EL model will be adjusted to address needs, may be similar to the Title model

G/T up and running, pulling students in reading and math, created comic bulletin board, identified about 30 students, wrapping up 2 students identified as accelerated

G/T starts at what grades? Gr. 2-5 (COGAT screener to identify students), SY23/23 screen only gr. 2

Lexia K-5 date – follow students' growth

\*licenses that are not renewed? Moby, IXL,

Power Up – how recent is that? Where is it being utilized in the H?

\*Lexia added 3-4 years ago, using with sped students in MS/HS

\*for implementation SY23/24

- Hamms Building Complex Project

\*City announcements of the Hamms building complex

- Upcoming Vacations

Don will be out of the February board meeting. Andy will facilitate the meeting.

\*please let the board know if you have plans to be out of the extended time that may impact the board business such as the strategic planning, ED 360 Review, etc.

## VI. Consent Agenda

- 1) Teacher Contracts SY2022/23

Boen, Susan

Contreras, Alex

Vladislav, Shubrat

Yang, Nou Paul

- 2) SY2022-23 Calendar

\*Winter Break Dec. 19, 2022 - Jan. 2, 2023

\*School Resume Jan. 3, 2023

\*Took off May 5 and June 2 as Early Release days.

\*March 23: Early Release - Conferences start at 2:00

\*June 5th and 6th as Staff Days.

\*June 6th: Last day of school for staff

Staci moved to approve the items under the Consent Agenda. Kim seconded.  
Motion passed.

## VII. Committee Reports

### 1) Executive Committee

\*Committee Charges (read through EC charges) – for the 2 new board members

\*see minutes Dec. 5, 2022 meeting: 360 Review with Mimi (dates and timelines, confirmed board's role) – need board to review the survey questions and give feedback to Mimi via Don within the next week or two (maybe Dec. 21); Mid-Year Review Process to be done today in a closed session; new board members' orientation and training (committee reports to allow new members to ask questions about the committee); ask new board members to ask questions if there are information that is not clear/don't know/etc.; new business – Site Visit Feedback to be discussed later; EC Annual Role – setting budget for SY23/24, UST Contract Renewal, Strategic Planning; ED shared updates on staffing – Assist. Principal position, Karen bilingual para positions, maintenance staffing, etc.

### 2) Board Operations Committee

\*Committee charges (read through each)

\*By-laws need to be reviewed every year

\*Policy review

Meeting December 1, 2022: all were present: reviewed 500 policies; looking at Bylaws at next meeting; January board training Hmong culture and to be discussed tonight; school events chart updated board attendance by Staci; Reading Night Dec. 13 Andy attended

Next meeting: January 12, 2023

\*January Board Training – the training team strongly recommends a 2-hour training session on mental health

4:00 pm – 6:00 pm Board training w/staff who want/need CEUs

6:00 pm – 7:00 pm Board meeting

10-minute break between training and board meeting

### 3) Finance Committee

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

Attorney letter regarding the audit was received and filed in the Finance Committee folder.

Incurred costs relating to attorney fees, monitoring time w/attorney (minimizing cost)

Next meeting: January 18, 2023

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

#### VIII. Existing Business

#### IX. New Business

##### 1) Executive Director Report

UST Updates:

\*UST Site Visit Report

\*HOPE is released from Quarterly Reports 2 & 3. This only applies to renewing schools in good standing. The rationale for forgoing these reports is that the vast majority of the information in those documents has already been captured for the year during the creation of the draft renewal evaluations and thus would be for informational purposes only.

Overflow Parking Lot Discussion:

\*Some staff are parking vehicles there

\*BBBS volunteers

\*With snow, more staff may park there.

Strategic Planning Process:

\*Board Visioning Session – 90 minutes (January 19, 2023)

\*Pre-Work will be sent out 2nd week of January

##### 2) Plus/Delta

Plus: recent school events (Fine Arts, Hmong New Year, Family Reading Night)

\*Does HOPE track number of attendees? Chairs? Patchia volunteers to click.

For schoolwide events, it is a challenge to count attendees. However, for events such as Family Nights, Pre-K & K Round Up, etc. it is more manageable to have parents and guests sign in.

Delta:

- 3) Others  
None
- X. Closed Session:
- 1) ED Mid-Year Review 6:56 pm  
The Executive Committee reviewed each of the terms requested in the ED's Response to Contract Addendum Counter Offer. Context was provided to Full Board, especially the two new Board members.
  - 2) ED Contract Addendum  
Scheduled a special, Closed session for January 5th.
- XI. Adjournment

**Strategic Planning Visioning Session: Thursday, January 19, 2023 5:00 pm – 6:30 pm  
Conference Room**

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