



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

HOPE Community Academy
December 21, 2023
Conference Room – 5:00 pm

Present: Patchia Xiong Vang, Kimberly Wildebuer, Staci Ahrens, Brian Shaw, Don Lorr, Hayley Ball, Lu Hang

Absent: None

Staff: Maychy Vu, Andy Sharp, Michael Reed, Melissa Damon, Andy Grover

Others: None

- I. Call to Order @ 5:00pm
-Moment of Silence for Mr. Allen Yang

- II. Rules of Engagement (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)

-Maychy requested to move the Financial Report be first under Committee Reports.

**Motion To Approve: Shaw Second: Ball Votes: All Verbal Vote - All ‘Voted’ Yes.
Passed**

IV. Approval of November 28, 2023 Minutes (10 minutes)

**Motion To Approve: Ahrens with two corrections noted above Second: Shaw Votes: All
Verbal Vote-All ‘Voted’ Yes Passed**

V. Community Comments (10 minutes)

- 1) Brian asked about the doors being unlocked for open meeting law
- Keep them unlocked and monitor
- 2) Lu asked about why the blinds in the Conference Room were closed

- For privacy during the school day

3) Hamm's Buildings are going to be developed in the next few years. Community workshops to be hosted here at HOPE

4) RING (Railroad Island Neighborhood Group) - Local neighbors having a holiday party
Thursday, January 4th 5-7pm MN Music Cafe

5) HOPE Email creation for board members

VI. Executive Director's Report - Maychy Vu, Executive Director (20 minutes)

Announcements

- Vacancies:
- SPED Para (at least 1) & SPED Teacher (1)
- HS Counselor
- MS Social Studies
- Elementary – 5th Grade Teacher

Principals' Reports – Dr. Melissa Damon and Mr. Michael Reed

○ Damon

- EL Team beginning to learn how to progress monitor
- Access testing lowest score - speaking
- Access testing in February
- SPED- Smart Goals
- Worksheet will be developed between case manager and classroom teacher in order for our special education students to grow
- Online case manager - has been able to complete paperwork for case managers that are onsite. Onsite teachers are then able to work with students in a more focused manner
- Online Math teacher for secondary students
- Dreambox - data showed that all grades are making growth (10-80%)
- 47 students are on target to pass the MCAs
- Lexia - data showed that grades are on target (9-80%) range per K-5 grades

○ Reed

- FAST Testing 1st round made gains with 'little school' or back from the summer
- Seeing gains
- Went into detail about how to read the graphs that FAST uses for
- Adding new sections for Math & Reading for students as a 'interventions'
- Big Brothers and Big Sisters Program - have filled our program with 60 students from our grad coaches
- EL strategies school wide for secondary students in 2024
- Monitoring standard based, normed content assessments and working with content area each week, looking at data, determining reteaching plans and next steps, and redefining and reteaching next steps

- Experiential Learning - MS will be going to BizTown and HS will be going to Feed My Starving Children & Bowling
- Hayley - how often secondary students will be doing service-learning?
 - *Reed - begin the process of building a service-learning plan moving forward for the next school years to come.
 - *Grant through MDE for service-learning
- Kimberly - what are you doing to keep your low risk and high-risk students interested?
 - *Reed - leveled class where we can, PSEO possibilities
- UST Updates
 - None since from visit
- Strategic Plans - Dashboard Updates
 - Most things are “completed” or are being completed within the next few months
 - KPIs are slow moving
 - Enrollment - 829
 - Insight Training - checking in with staff members
- Patchia - KPIs from this year or last year?
 - *Maychy - from this year only

VII. Consent Agenda (10 minutes)
None

VIII. Committee Reports (40 minutes)

1) Finance Committee

- November 2023 Summary Report
- November 2023 Summary Income Statement
- November 2023 Balance Sheet
- November 2023 Payment Register

*High on sped transportation 91%

*Students are using 1-1 vans

*Working with transportation company to create less routes which would save HOPE money

*Routes will be communicated with families over winter break

*Executive 400,000 to cut from the budget (200,000- red savings) unspent building funds.

300,000 that we can apply in the 2024-25 school year.

*Working on program to improve secondary programs

*Investment account - \$80. That will be reconciled, but Jenny stated that we should close that account.

*ADM 782, Actual 792.

*Loss of 41,000. Approved -\$191,000

*Meeting bond covenant

*Spending under revenues

*40+ in 9th grade in order to make up the 40 deficit

*Dropping 1 PreK section potentially to save the \$90,000

*Gaining \$100,000 to get that from PD covered by ESSER funds

*Cutting

- Moving 12-month staff members to 11 month or 10 month
- Building rent savings
- Marketing/Recruiting
- Supplies (less students)
- Parking lot lease: discontinue
- Hmong Lang. Teacher position will not be filled after semester 1

Kimberly: use the kids more and get them to promote things that they are interested in

Staci recommended to the full board to close the Edward Jones investment account and transfer the \$80 balance to the HOPE checking account.

Ahrens moved. Ball seconded. All voted 'Yes'. Passed.

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

Motion To Approve: Hang Seconded: Kimberly Votes: All 'Yes'. Passed.

2) Executive Committee

*Discussion: ED Mid-Year Review & 360 Review Process

- Leaves of absences for the ED
- Debriefed the most current leave of absence
- Plan of Succession/Retirement
- Information in Egnyte: easy to find
- Board Emails (posted on the website? to be table for next month to Board Operations Committee)
- Maychy to touch base with IT for changing Egnyte accounts
- 360 review for the ED
- 1:1 Board Members interactions. Setup meetings with the ED.

3) Board Operations Committee

*12/12 Meeting, review goals

- Board attendances 3-5 school events each school year
- Trainings, free culture presentation
- Reviewed the bylaws for tracking purposes. Focused on the first 2 pages
- Next meeting to focus on the content and definitions
- Finalizing guest time permits
- Timer for board agendas
- School website to be updated
- Dec 2022/June 2023 mins are missing from the website

IX. Existing Business (5 minutes)

- 1) January 25, 2024 Board Training Topic – Karen culture and mental health training (?)
 - *4:00 pm – 5:00 pm - \$400 for the training
 - Maychy will connect with Board when she hears back from the organization (KOM)
- 2) February 2, 2024 Breakfast from the Board
 - *90-100 staff members
 - *Budget? On your own.
 - *Patchia to send out signup
- X. New Business (5 minutes)
 - None
- XI. Pluses / Deltas (5 minutes)
 - Pluses- Robert's Rules, efficient meetings, budget reductions to address
- XII. Adjournment @ 6:56 pm

Hang moved to adjourned the meeting. Shaw seconded. Motion passed.

Next Board Meeting: Thursday, January 25, 2024 5:00 pm Conference Room