

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

HOPE Community Academy

July 30, 2024

Conference Room – 1:00 pm

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

Absent: Hayley Ball

Staff: Maychy Vu

Others: None

I. Call to Order 1:03 pm

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. Board Elections

Election of board officers:

Board Chair - Kimberly nominated Brian Shaw. Patchia seconded. Brian accepted. Motion passed.

Board Secretary – Staci nominated Kimberly. Patchia seconded. Kimberly accepted. Motion passed.

Board Treasurer – Brian nominated Staci. Don seconded. Staci accepted. Motion passed.

Elect Executive Committee: Brian Shaw, Kimberly Wildebuer, Staci Ahrens

IV. Elect Committee Chairs

Review of Committee Charters

Executive Committee Chair: Brian Shaw

Finance Committee Chair: Staci Ahrens

Operations Committee Chair: Kim nominated Patchia. Patchia declined.  
Brian nominated Don. Patchia seconded. Don accepted. Motion passed.

Select Committees, Choose Standing Meeting Dates/Time/Location  
Staci put the year-long calendar of board and board committee meeting dates, time, and location, and shared with the board via Egnyte.

- V. Board Vacancy: Community Board Candidate  
Patchia updated the board that there were two candidates for the community board vacancy. The Operations Committee members looked at strengths and other areas to make final decision.

Patchia recommended to accept Mai Nhia Lor as the community board member.

Staci moved to accept Mai Nhia. Kimberly seconded. Motion passed.

- VI. Policy Review

#### Cell Phone Policy

Staci moved to approve the Cell Phone Policy with the following changes:

- Policy # “319”
- Under I. Purpose, add “student” to sentence as follows “...must be followed for **student** possession...”
- Under IV. C. Respect for Privacy Rights, add “except for activities considered to be in the public arena...” to #2

Patchia seconded. Motion passed.

#### Model Procurement

- Section IV. General Procurement Provisions:

Executive Director	\$100,000.00
Principals	\$25,000.00 each
Office Manager	\$10,000.00

Staci moved to approve Policy 525 with the allocations stated above. Kimberly seconded. Motion passed.

Any other Policies? MN Statute Changes

- Don added MACS Primer in folder

Break: 3:14 pm

Reconvened 3:30 pm

- VII. Executive Director Performance Policy Proposal  
Introduction, Samples, Development, and Timeline

Discussions have taken place between the board and the ED regarding having more ongoing formal and informal feedback/check-ins to ED, having clarity with the evaluation process, transparency, trust and consistency.

Samples distributed for review and input to finetune the tool by the September board meeting. Measurements should be clear and realistic. It should align with check-in schedule, the leadership development plan, the UST evaluation rubric and the recommendations from the budget consultant.

Feedback on both sample tools to the Operations Committee by August 13, and the committee will report out at the next board meeting.

- VIII. Board Development Plan, Review of Board Self Review and Board Goals  
Important to have annual goals for the board to follow. Keep this as a running agenda on the Operations Committee, and set a deadline at the first meeting.  
Table discussion.

IX. Wrap Up & Look Ahead

Connect and Assess Days

- August 14-15 (8:00 am – 4:00 pm)

Secondary Parent Orientation

- August 22 (4:00 pm – 8:00 pm)

Welcome Back Breakfast

- Monday, August 19 (7:30 am – 8:00 am)

Teacher Appreciation Week

- Cards to staff – board members to sign

X. Adjournment 4:05 pm

Don moved to adjourned. Staci seconded. Motion passed.