



720 Payne Ave
Saint Paul, MN 55130
Phone: (651) 796-4500
Email: contact@hope-school.org

COMMUNITY ACADEMY

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

HOPE Community Academy

MINUTES

September 25, 2025

Conference Room – 5:00 pm

Present: Lorr, M. Lor, Y. Lor, Shaw, Xiong, Yang

Guests: John Cich, Katie Kruger, Dr. Damon

I. **Call to Order 5:06**

II. **Rules of Engagement** (1 minute)

- Be here now
- Be a leader and a team player
- Be a good steward

III. **Approval of Agenda** (1 minute)

Brian made a motion to adjust the first item under new business to under approval of the agenda. Mai Nhia seconded the motion. Unanimous pass

IV. **Benefits Manager Change: Anderson Kraus -> USI**

The USI One Advantage presentation. USI is an insurance broker. The presenter explained a host of services provided by their company. Presentation done by John Cich.

V. **Closed Session** (30 Minutes)

- a. Closed session: Preliminary consideration of allegations against an employee. Consideration of possible new agreement for Principal.

Mai Nhia motioned to approve Katie Kruger and Melissa Damon to the closed session. Seconded by Yang Lor. Unanimous approval.

- b. ***“The Open Meeting Law, Minnesota Statute section 13D.05, subdivision 2(b), states that a public body shall close a meeting for the preliminary consideration of allegations against an individual subject to its authority. During the closed meeting, the Board will discuss the allegations and possible next steps.”***



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Brian motioned to a closed session pursuant to the aforementioned law. Mai Nhia seconded. Unanimous approval. Closed at 5:59.

Mai Nhia motioned to open the meeting. Lee seconded the motion. Unanimous approval. The meeting opened at 7:35.

Attorney's findings were discussed and implications surrounding them.

Brian motioned to recess for 5 minutes and be back at 7:40. Reona seconded the motion. Unanimous approval.

Mai Nhia motioned to extend an offer to Mr. Reed. Yang seconded.

Discussion centered around concerns for approval. Behavioral concerns from the investigation as well as others.

Unanimously voted down.

Brian motion to table Mr. Reed's contract discussions until further notice pending stakeholder feedback. Reona seconded.

Unanimously voted down.

Don motioned to Support the Interim ED in filling the Secondary Principal Role for the remainder of the school year. Brian moved the previous question. Mai Nhia seconded the motion. Unanimously passed.

The original motion passed unanimously.

VI. **Approval of Aug 28, 2025 Minutes** (1 minute)
Approve the minutes. Second Brian. Unanimous pass.

VII. **Community Comments** (5 minutes)

VIII. **Interim Directors' Report** (20 minutes)
a. School Updates – Melissa Damon
b. Annual Report – Melissa Damon



COMMUNITY ACADEMY

Mai Nhia moved to approve the annual report. Reona seconded the motion. Approved unanimously

- c. Salary Schedule Work to be table to New ED

IX. **Consent Agenda** (30 minutes)

- a. Paid Family Medical Leave Update – Katie Kruger
- b. Staff Contracts (*more info on Egnyte*)

First Name	Last Name	Hire Date	Job Title
Tauzoo	Lee	9/11/2025	Teacher
Robert	Gooding	8/28/2025	Teacher
Sze Man Suze	Lau	8/27/2025	Teacher
Rebecca	Dickson	8/19/2025	Teacher
Corinthea	Ekstrand	8/19/2025	Teacher
Lindsey	Fisher	8/19/2025	Teacher
Autumn	Giese	8/19/2025	Teacher
Jacqueline	Gonzalez Ozuna	8/19/2025	Teacher
Tyler	Johnson	8/19/2025	Teacher
Joceline	Jones	8/19/2025	Teacher
Kevin	Lund	8/19/2025	Teacher
Brandon	Morris	8/19/2025	Teacher
Lucy	Niver	8/19/2025	Teacher
Anthony	Parsons	8/19/2025	Teacher
Angela	Saefke	8/19/2025	Teacher
Given	Sandamela	8/19/2025	Teacher
Chona	Tabanag	8/19/2025	Teacher
Jennifer	Weinand	8/19/2025	Teacher
Jackson	Yang	7/14/2025	Language & Culture Coordinator

Yang motioned to approve the consent agenda. Seconded by Lee Unanimously approved

I. **New Business** (30 minutes)

- a. UST (Authorizer) Annual Evaluation Rubric & Summary Letter (Danielle Miller)
 - i. Reviewed the annual report. MS and HS math are above comparable and local school scores in MCA. Elementary reading and math are areas of improvement.
- b. HAP Anniversary Card



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II. **Committee Reports** (30 minutes)

a. Executive Committee

- a. Discussed contract renewal process
- b. Discussions around candidate next steps

b. Board Operations Committee

- Committee Charter Updates – Overlap of EC and BOC charters

Brian Yang 4-1-0 passed

- Update to Procurement Policy / Contracts & RFPs

Brian Lee unanimous

c. Finance Committee

- August 2025 Summary Report
- August 2025 Summary Income Statement
- August 2025 Balance Sheet
- August 2025 Payment Register

The Finance Committee met on September 23, 2025. The minutes were reviewed, and a summary report was presented by Vang. The board reviewed, discussed, and filed the financial report subject to audit.

III. **Existing Business** (10 minutes)

a. ED Hiring Process Update:

i. Candidate Presentations

- Oct 1st 5-7 PM
- Process & Facilitator

ii. Date of Meeting to Select Candidate?

iii. Reference Questions & Follow-up

iv. Contract Offer Notification

b. ED Onboarding Process & Resources & Board Expectations

c. Master Board Calendar

i. Committee & Board Meeting Dates

ii. Dates of Significant Tasks or Events

IV. **Adjournment** - Brian motion to adjourn . Yang seconded by . Unanimous. Adjourned at 9:47

Next Board Meeting: **October 23, 2025**



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Office Hours: Monday - Friday 7:30 am - 4:00 pm