



## COMMUNITY ACADEMY

720 Payne Ave  
Saint Paul, MN 55130  
Phone: (651) 796-4500

Email: [contact@hope-school.org](mailto:contact@hope-school.org)

### MISSION

*To inspire students to achieve high academic success while embracing Hmong language and culture.*

### VISION

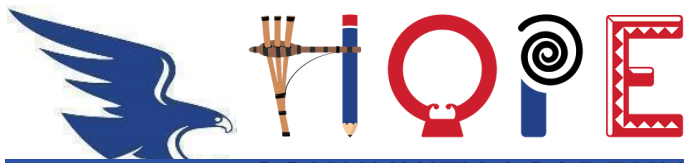
*To be a public school of excellence, with high quality staff and programs and successful students.*

### HOPE Community Academy

MINUTES **(DRAFT)**  
NOVEMBER 20, 2025

Conference Room - 5:14 pm

Agenda Item & Order	Allotted Time	Responsible Person
<p>I. Call to Order (Action)</p> <p>Roll-call</p> <p>Present: Lorr, M. Lor, Y. Lor, Xiong, Yang, Xiong Vang</p> <p>Guests: Dr. Damon, Dr. Xiong, D. Miller, T. See</p>	1 minute	Don Lorr - Board Chair
<p>II. Rules of Engagement</p> <ul style="list-style-type: none"><li>• Be here now</li><li>• Be a leader and a team player</li><li>• Be a good steward</li></ul>	1 minute	Don Lorr - Board Chair
<p>III. Approval of Agenda (Action)</p> <p>Motion to amend approval of November agenda with aforementioned removal of board vacancy to number 8 and</p>	1 minute	Don Lorr - Board Chair



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audit to no. 6 of the agenda. Moved by: Y. Lor, seconded by: M. Lor. Vote: 6-0-0. Motion carried unanimously.		
<b>IV. Consent Agenda (Action)</b> A. October 2025 Board Meeting Minutes A. New Hire Report Motion to approve the consent agenda as presented. Moved by: Y. Lor; Seconded by: Xiong Vang. Vote: 6-0-0. Motion carried unanimously.	5 minutes	Don Lorr - Board Chair
<b>V. Community Comments</b> None.	5 minutes	Don Lorr - Board Chair
<b>VI. Audit</b> 25FY Financial Statement audit presented by T. See, Abdo. Report findings: inaccurate meal counts. Will complete corrective action and will be presented by Dr. Xiong. Motion to accept financial statement audit. Moved by: R. Yang; Seconded by: Xiong Vang. Vote: 6-0-0. Motion carried unanimously.	30 minutes	Melissa Damon - Interim Kevin Xiong - ED
<b>VII. Interim Director's &amp; Executive Director's Report</b> A. Strategic Planning (Action) Revisit the mission and vision statements as part of the UST renewal process. Dr. Xiong advised that if the mission and vision remain relevant, the Board of Directors can approve them as is or make any necessary revisions. Dr. Xiong will work with the internal team and stakeholders to develop the strategic plan by January. Motion to accept current mission and vision. Moved by: M. Lor; Seconded by: Y. Lor.		



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Amend motion to accept current mission but update vision from *"To be a public school of excellence, with high quality staff and programs and successful students."*

To *"To be a public school of excellence, with high quality staff, diverse programs, and successful students."*

Individual roll call vote:

R. Yang = yes

Xiong = yes

M. Lor = yes

Y. Lor = yes

Xiong Vang = yes

Lorr = yes

B. Standing Agenda Items

C. Budget Update Status

D. ADM Update - Parent Cultivation and Engagement

751 ADM; 751 enrollment

c. Academic Updates

Teacher listening session with elementary and secondary in the upcoming weeks.

Data - move to EduClimber

d. Hmong Language and Culture

The current program does not align with the assessment. The coordinator collaborated with MN Zej Zog to develop a Hmong curriculum. The first set of data will be used to establish benchmarks to better support students.

e. Operations Plan

f. Transportation

g. Kitchen Operations

There have been inaccurate meal counts, and corrective actions are now in place. The goal is to hire a Kitchen Manager who will report to the Executive Director. The school plans to



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<p>transition to a POS system in which students enter their numbers for automated, real-time tracking. The POS system is expected to be implemented in January.</p> <p>C. KSTP News</p> <p>C. External LED Sign (Action)</p> <p>The LED sign can be obtained through the ABC Building Company. As part of the school's recruitment strategy, the sign will help with marketing efforts. The cost is estimated at \$48,000, not including permits or electrical work, bringing the projected total to approximately \$50,000. The school may also consider rebranding the logo.</p> <p>Motion to approve Dr. Xiong up to \$50K to explore external LED sign that will go into the ABC Company. Moved by: M. Lor; Seconded by: R. Yang. Vote: 6-0-0. Motion carried unanimously.</p> <p>C. ABC Building - reallocation of expenses (Action)</p> <p>Motion to move previous board motion of door sensor replacement cost to the ABC (Affiliated Building Company). Moved by: Xiong Vang; Seconded by: R. Yang. Vote: 6-0-0. Motion carried unanimously.</p> <p>Motion to appoint R. Vang, D. Lorr, J. Abbs to HCA Company board. Moved by: M. Lor; Seconded by: Xiong Vang. Vote: 6-0-0. Motion carried unanimously.</p> <p>C. Turkey Giveaway</p> <p>C. Bondholders Introduction</p> <p>C. MDE Designations</p> <p>C. Bank Updates</p>		
<p><b>VIII. Committee Reports</b></p> <p>A. Executive Committee</p> <p>All board directors finish MACS training on Data Practices and Open Meeting Law by Dec. 30, 2025.</p>	30 minutes	Don Lor - Executive Committee Chair



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<p>The Executive committee met on November 6, 2025. The minutes were reviewed, and a summary report was presented by Lorr. The next meeting is on December 4, 2025, at 4:30pm.</p> <p>B. Board Operations Committee</p> <p>Open vacant seats for the annual meeting= Parent and Teacher.</p> <p>One board vacant seat open for 25-26SY.</p> <p>The Operations Committee met on November 6, 2025. The minutes were reviewed, and a summary report was presented by M. Lor. The next meeting is on December 9, 2025, at 5:00pm.</p> <p>C. Finance Committee</p> <ol style="list-style-type: none"> <li>2024 Financial Audit (Action)</li> <li>October 2025 Financial Report</li> <li>October 2025 Supplemental Report</li> </ol> <p>The Finance Committee met on November 18, 2025. The minutes were reviewed, and a summary report was presented by Yang. The board reviewed, discussed, and filed the financial report subject to audit. The next meeting is on December 16, 2025, at 4:00pm.</p>		<p>Mai Nhia Lor - Operations Committee Chair</p> <p>Reona Vang - Finance Committee Chair</p> <p>Tyler See, Abdo</p>
<p><b>IX. Existing Business</b></p> <p>A. Board Vacancy (moved to BOC report)</p> <p>A. Board Training</p> <p>A. UST Renewal - table to next meeting in December</p>	<p>10 minutes</p>	<p>Don Lorr - Board Chair</p>
<p><b>X. New Business</b></p> <p>A. Executive Director's Performance Evaluation Process</p>	<p>20 minutes</p>	<p>Don Lorr - Board Chair</p>



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XI. Adjournment	1 minute	Don Lorr - Board Chair
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Motion to adjourn meeting at 7:36pm. Moved by: Y. Lor. Seconded by: Xiong. Vote: 6-0-0.

Motion passes unanimously.

Next Board Meeting: December 18, 2025