



HCPA BOARD APPROVED

APR 23 2025

ORIGINAL DOCUMENT

## HCPA Governance Committee Meeting Agenda and Minutes

Mon. March 10th, 2025  
3:30PM - 5:00PM

**Join by Zoom Meets Using the Link below:**

Provided by Susan Vang: <https://umn-private.zoom.us/j/susanv>

**Updated** [Committee Calendar for 2024-2025](#) Updated  
[School Board Calendar For 2024-2025](#)  
[Board Policies to review](#) (Link to use)

[Yearly Roles and Responsibilities  
Committee Members](#)

**Mission/Vision Statement:** HCPA's mission is to provide the best integrated, challenging, and well-rounded educational experience to students in grades K-12.

<p>Call to Order at: 3:32 pm Attended by: Dan, Andrea, Joseph, Pa Kou, Susan, David</p> <p>Unable to attend: Keathe Eltawely and Heidi Pendroy</p>	<b>Actions Needed</b>	<b>Time Allotted</b>
<p>1. Consent Approval of agenda a. Approved</p>	<p><b>Vote:</b> Yeah_6_ Nay_0_ Ab.__0_</p>	
<b>Our Next Meeting:</b> Monday April 7th at 3:30pm In Person		
<p>2. <b>Next school board meeting:</b> Mar. 26th, 2025</p>	<b>Update</b>	10 m
<p>3. <b>Notes From Feb 26th, 2025 Boards Meeting</b></p> <ul style="list-style-type: none"> <li>All policies sent to the board were passed.</li> </ul>		
<p>4. Check in on Election <a href="#">24-25 Election calendar</a> <a href="#">Election Policy</a></p> <ul style="list-style-type: none"> <li>Dan and Susan will have a conversation with Dr. Xiong.</li> <li>Election will be moved to the week of June 16th-20th.</li> <li>Tally paper votes on June 23rd (Monday).</li> </ul>	<p><b>Update</b> <b>Vote:</b> Yeah_6_ Nay_0_ Ab.__0_</p>	15 m



APR 23 2025

**ORIGINAL DOCUMENT**

**5. Feb Sub committee Meeting UPDATES**

**Group 1**

Legal: "We reviewed the three policies provided.

For Policy 208, we suggest adding the following as legal references:  
Minn. Stat. §123B.02, Subd. 1 (Board Authority); Minn. Stat. §123B.09,  
Subd. 1 (School Board Membership)

Policy 204 is consistent with the cited legal references to the extent  
applicable to charter schools. No changes

Policy 203.5 is consistent the cited legal references to the extent  
applicable to charter schools. No changes"

**Group 2**

- 214 Out of State Travel by Charter School Board Me...
- 210 Conflict of Interest.docx
- 402 Disability Nondiscrimination Policy.docx
- 405 Veterans Preference.docx
- 407 Employee Right to Know - Exposure to Hazardo...
- 420 Communicable Disease Prevention and Nondisc...
- 424 License Status.docx
- 425 Staff Develoment and Mentoring.docx
- 413 HARASSMENT AND VIOLENCE
- 511 SCHOOL FUNDRAISING
- 537 STUDENT FEES

**Discussion**

30 m

**Vote:**

Yeah 6

Nay 0

Ab. 0

**6. UPDATE**

**210.2 Conflict of Interest for HCPA employees**

Chong Her said we have to have both Nepotism 426 and Conflict  
of interest 210.2

- **Policy 210 is a broader charter school governance policy, dealing with contracting, procurement, and financial conflicts of interest at a board level.**
- **Policy 210.2 is an employee-specific policy, focused on secondary employment, use of HCPA resources, relationships among employees, and confidentiality.**

Both policies aim to **prevent conflicts of interest**, but **Policy 210**  
ensures legal compliance at the institutional level, while **Policy**

**Discussion**

15 m

**Vote:**

Yeah 6

Nay 0

Ab. 0



<p><b>210.2 focuses on the personal and professional conduct of employees.</b></p> <p><b>Does the board want this to remain a document that requires signing or is it a policy and a signature is not required?</b></p> <p>Old Notes from Jan</p> <ul style="list-style-type: none"> <li>• Sloppy: this has a signature part</li> <li>• Send to Chong Her in HR <ul style="list-style-type: none"> <li>◦ Form and policy be rolled into one?</li> <li>◦ Can we combine this or into <a href="#">Nepotism policy 426</a></li> </ul> </li> <li>• Same as policy 426: that was approved in September</li> </ul> <p><a href="#">426 NEPOTISM</a></p> <ul style="list-style-type: none"> <li>• Ask Dan to clarify with Chong</li> </ul>		
<p>7. Malicious &amp; Sadistic Conduct Policy - <a href="#">New Law Primer</a></p> <ul style="list-style-type: none"> <li>• <a href="#">Success Academy Policy</a></li> <li>• <a href="#">514 BULLYING AND CYBER-BULLYING PROHIBITI...</a></li> <li>• <a href="#">HCPA Draft</a></li> </ul> <p>Send malicious and sadistic conduct policy to the board</p> <p>Policy 500 number</p>	<p><b>Discussion</b></p> <p><b>Vote:</b></p> <p>Yeah_6_</p> <p>Nay_0_</p> <p>Ab._0_</p>	
<p>8. <a href="#">March Sub Committee Agenda</a></p> <ul style="list-style-type: none"> <li>• Look for an email from the sub committee chair.</li> <li>• Agenda will be linked in in March's meeting and in the email that will go out.</li> </ul>	<p><b>Vote:</b></p> <p>Yeah_6_</p> <p>Nay_0_</p> <p>Ab._0_</p>	
<p><b>Notes to bring to the board:</b></p> <ul style="list-style-type: none"> <li>• Send to Legal <ul style="list-style-type: none"> <li>◦</li> <li>◦</li> </ul> </li> <li>• Send to March Board meeting <ul style="list-style-type: none"> <li>◦</li> </ul> </li> </ul>		
<p><b>Adjourn at: 4:22 pm</b></p>	<p><b>Vote:</b></p> <p>Yeah_6_</p> <p>Nay_0_</p> <p>Ab._0_</p>	

**Policies and Agenda Item labels are**



**Vote** (needs to be finalized and sent to board)

**Send to Board/Lawyers** (to get looked at or approved for next steps)

**Passed by Board**

**Review** (came from board/lawyer, check for changes)

Discussion (Feedback),

Update (Information)

**Tabled to Next Meeting**

**Tabled from last meeting**

**HCPA BOARD APPROVED**

**APR 23 2025**

**ORIGINAL DOCUMENT**

**The policy format the Governance Committee has agreed on is:**

Will be placed at the end of each policy; have more room to add notes.		Level 1: I, II, III... left aligned at 0" text indent at 0.25"	Level 2: A, B, C... left aligned at 0.5" text indent at 0.75"
<i>Adopted:</i> <i>Reviewed: January 26, 2022</i> <i>Board Approved: January 26, 2025</i>		Level 3: 1, 2, 3... left aligned at 1" text indent at 1.25"	Level 4: i, ii, iii... left aligned at 1.5" text indent at 1.75"