



HCPA Board of Directors Board Meeting

Meeting Date: Wednesday, March 26, 2025

Type of Meeting: Board Meeting

Started Time: 5:30PM

Adjourned: 6:56PM

Location: Hmong College Prep Academy Board Room

Minute Taker: Mai Zer Vang

Facilitator: Susan Vang

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

I. **Call to Order:** Susan Vang called the meeting to order at 5:30PM.

II. **Roll Call – Open Session:**

Yes	No	Name
x		Susan Vang – Board Chair
	x	Dr. Aly Xiong – Board Member
x		Daniel Schmidt – Board Member
	x	Brent Ness - Board Secretary
	x	Sonya Zuker - Board Vice Chair
x		Ge Vang - Board Treasurer
x		Christine Smith - Board Member
x		Danijela Duvnjak – HCPA Chief Academic Officer via Zoom
x		David Kloskin – HCPA Chief Financial Officer
x		Daniel Jett - NEO Representative Guest

OPENING ITEMS

Agenda Item:	Approve Agenda	
Notes:	Add Aly Xiong's (Community Member seat C) resignation to the agenda under Governance Committee. Move the "Academic Report" to the beginning	
Motion:	Motion to approve the 3.26.25 Board Meeting Agenda with the changes above	
Made by:	1 st : Ge Vang	2 nd : Christine Smith
Voted Yea: 4	Susan Vang, Christine Smith, Daniel Schmidt, Ge Vang	

All that a school should be.



Voted Nay: 0 Abstain: 0	
Action:	Motion passed.

DECLARATION OF CONFLICT OF INTEREST

Agenda Item:	Declaration of Conflict of Interest
Notes:	Board members reviewed the agenda and declared no conflict of interest.

CONSENT AGENDA

Agenda Item:	Minutes & Contracts	
Notes:		
Motion:	Motion to approve the consent agenda	
Made by:	1 st : Ge Vang	2 nd : Daniel Schmidt
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Christine Smith, Daniel Schmidt, Ge Vang	
Action:	Motion passed.	

GOVERNANCE COMMITTEE

Agenda Item:	Dr. Aly Xiong's Resignation	
Notes:	Dr. Aly Xiong notified the board members of his resignation from the board (Community Member Seat C) effective today 3/26/25. This position will be available to run for during the upcoming election in June 2025.	
Motion:	Motion to approve Dr. Aly Xiong's Resignation (Community Member Seat C)	
Made by:	1 st : Ge Vang	2 nd : Daniel Schmidt
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Christine Smith, Daniel Schmidt, Ge Vang	
Action:	Motion passed.	

GOVERNANCE COMMITTEE

Agenda Item:	Policies - Out of State Travel by Charter School Board Members
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Notes:	This was a required policy to have and will be newly adopted.	
Motion:	Motion to approve the Out of State Travel by Charter School Board Members policy	
Made by:	1 st : Daniel Schmidt	2 nd : Ge Vang
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Christine Smith, Daniel Schmidt, Ge Vang	
Action:	Motion passed.	

GOVERNANCE COMMITTEE

Agenda Item:	Policies - Conflict of Interest	
Notes:	This policy was developed as an overarching framework to address all aspects of conflict of interest, in addition to the existing Conflict of Interest - HCPA Employees & Board Members policies.	
Motion:	Motion to approve the Conflict of Interest policy	
Made by:	1 st : Ge Vang	2 nd : Christine Smith
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Christine Smith, Daniel Schmidt, Ge Vang	
Action:	Motion passed.	

GOVERNANCE COMMITTEE

Agenda Item:	Policies - Disability Nondiscrimination	
Notes:	The Governance Committee will review the policy by comparing it with our current version to ensure alignment with best practices and determine if any updates or revisions are needed.	
Motion:	Motion to table this policy to next board meeting	
Made by:	1 st : Ge Vang	2 nd : Christine Smith
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Christine Smith, Daniel Schmidt, Ge Vang	
Action:	Motion passed.	

GOVERNANCE COMMITTEE

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Agenda Item:	Policies - Veterans Preference	
Notes:	The Governance Committee will review the policy by comparing it with our current version to ensure alignment with best practices and determine if any updates or revisions are needed.	
Motion:	Motion to table this policy to next board meeting	
Made by:	1 st : Ge Vang	2 nd : Christine Smith
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Christine Smith, Daniel Schmidt, Ge Vang	
Action:	Motion passed.	

GOVERNANCE COMMITTEE

Agenda Item:	Policies - Employee Right to Know - Exposure to Hazardous Substances	
Notes:	The Governance Committee will review the policy by comparing it with our current version to ensure alignment with best practices and determine if any updates or revisions are needed.	
Motion:	Motion to table this policy to next board meeting	
Made by:	1 st : Ge Vang	2 nd : Christine Smith
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Christine Smith, Daniel Schmidt, Ge Vang	
Action:	Motion passed.	

GOVERNANCE COMMITTEE

Agenda Item:	Policies - Communicable Disease Prevention and Nondiscrimination	
Notes:	The Governance Committee will review the policy by comparing it with our current version to ensure alignment with best practices and determine if any updates or revisions are needed.	
Motion:	Motion to table this policy to next board meeting	
Made by:	1 st : Ge Vang	2 nd : Christine Smith
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Christine Smith, Daniel Schmidt, Ge Vang	
Action:	Motion passed.	

GOVERNANCE COMMITTEE



Agenda Item:	Policies - License Status	
Notes:	The Governance Committee will review the policy by comparing it with our current version to ensure alignment with best practices and determine if any updates or revisions are needed.	
Motion:	Motion to table this policy to next board meeting	
Made by:	1 st : Ge Vang	2 nd : Christine Smith
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Christine Smith, Daniel Schmidt, Ge Vang	
Action:	Motion passed.	

GOVERNANCE COMMITTEE

Agenda Item:	Policies - Staff Development and Mentoring	
Notes:	The Governance Committee will review the policy by comparing it with our current version to ensure alignment with best practices and determine if any updates or revisions are needed.	
Motion:	Motion to table this policy to next board meeting	
Made by:	1 st : Ge Vang	2 nd : Christine Smith
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Christine Smith, Daniel Schmidt, Ge Vang	
Action:	Motion passed.	

GOVERNANCE COMMITTEE

Agenda Item:	Policies - Harassment and Violence	
Notes:	The Governance Committee will review the policy by comparing it with our current version to ensure alignment with best practices and determine if any updates or revisions are needed.	
Motion:	Motion to table this policy to next board meeting	
Made by:	1 st : Ge Vang	2 nd : Christine Smith
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Christine Smith, Daniel Schmidt, Ge Vang	
Action:	Motion passed.	

GOVERNANCE COMMITTEE

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Agenda Item:	Policies - School Fundraising	
Notes:	This policy was reviewed by the Governance Committee. No changes were made.	
Motion:	Motion to approve the School Fundraising policy	
Made by:	1 st : Ge Vang	2 nd : Christine Smith
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Christine Smith, Daniel Schmidt, Ge Vang	
Action:	Motion passed.	

GOVERNANCE COMMITTEE

Agenda Item:	Policies - Student Fees	
Notes:	This policy was reviewed by the Governance Committee. No changes were made.	
Motion:	Motion to approve the Student Fees policy	
Made by:	1 st : Daniel Schmidt	2 nd : Ge Vang
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Christine Smith, Daniel Schmidt, Ge Vang	
Action:	Motion passed.	

GOVERNANCE COMMITTEE

Agenda Item:	Policies - Development/Adoption and Implementation of Policies	
Notes:	This policy was reviewed by the Governance Committee. It was also sent to the legal team and was returned with minor changes and legal references.	
Motion:	Motion to approve the Development/Adoption and Implementation of Policies	
Made by:	1 st : Daniel Schmidt	2 nd : Ge Vang
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Christine Smith, Daniel Schmidt, Ge Vang	
Action:	Motion passed.	

GOVERNANCE COMMITTEE

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Agenda Item:	Policies - Charter School Board Meetings Minutes	
Notes:	This policy was reviewed by the Governance Committee. It was also sent to the legal team and was returned with minor changes and legal references.	
Motion:	Motion to approve the Charter School Board Meetings Minutes policy	
Made by:	1 st : Daniel Schmidt	2 nd : Christine Smith
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Christine Smith, Daniel Schmidt, Ge Vang	
Action:	Motion passed.	

GOVERNANCE COMMITTEE

Agenda Item:	Policies - Charter School Board Meeting Agenda	
Notes:	This policy was reviewed by the Governance Committee.	
Motion:	Motion to approve the Charter School Board Meeting Agenda policy	
Made by:	1 st : Ge Vang	2 nd : Daniel Schmidt
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Christine Smith, Daniel Schmidt, Ge Vang	
Action:	Motion passed.	

GOVERNANCE COMMITTEE

Agenda Item:	Policies - Operation of the School Board - Governing Rules	
Notes:	This policy was reviewed by the Governance Committee. No changes were made.	
Motion:	Motion to approve the Operation of the School Board - Governing Rules policy	
Made by:	1 st : Ge Vang	2 nd : Christine Smith
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Christine Smith, Daniel Schmidt, Ge Vang	
Action:	Motion passed.	

GOVERNANCE COMMITTEE

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Agenda Item:	Policies - Conflict of Interest (HCPA Employees)	
Notes:	This policy was reviewed by the Governance Committee. No changes were made.	
Motion:	Motion to approve the Conflict of Interest for HCPA Employees policy	
Made by:	1 st : Daniel Schmidt	2 nd : Christine Smith
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Christine Smith, Daniel Schmidt, Ge Vang	
Action:	Motion passed.	

GOVERNANCE COMMITTEE

Agenda Item:	Policies - Prohibition of Malicious and Sadistic Conduct	
Notes:	There was a recent new law that now requires us to have this policy. It will be added as a level 500 policy.	
Motion:	Motion to approve the Prohibition of Malicious and Sadistic Conduct policy	
Made by:	1 st : Ge Vang	2 nd : Daniel Schmidt
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Christine Smith, Daniel Schmidt, Ge Vang	
Action:	Motion passed.	

GOVERNANCE COMMITTEE

Agenda Item:	Board Member Event Report	
Notes:	Susan Vang & Christine Smith: Attended Spring Conferences. Conferences went well. Lots of waiting for teachers to be available.	

FINANCE COMMITTEE

Agenda Item:	Monthly Financial Review	
Notes:	ADM Overview: Original Budget: 2,425 Actual ADM: 2470 Days' Cash on Hand: 280 days (minimum is 90 days) Original budget that was approved for FY25 is included within these statements.	

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	The lease aid application has been approved and was uploaded as part of the February IDEAS payments.	
	Board members had a discussion on how the recent announcement on budget cuts would affect the school.	
Motion:	Motion to approve the Monthly Financial Review	
Made by:	1 st : Ge Vang	2 nd : Christine Smith
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Christine Smith, Daniel Schmidt, Ge Vang	
Action:	Motion passed.	

FINANCE COMMITTEE

Agenda Item:	RFP Timeline for Auditing Services	
Notes:	Max length of contracts cannot be 5 years. The school's portion of the audit is under the 25k threshold. Proposal is that it's late in the year to do be RFPing for next year's services. Plan is to consider an RFP next year if the Board believes it to be necessary. We would start the RFP in January	
Motion:	Motion to approve the RFP Timeline for Auditing Services	
Made by:	1 st : Ge Vang	2 nd : Daniel Schmidt
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Christine Smith, Daniel Schmidt, Ge Vang	
Action:	Motion passed.	

FINANCE COMMITTEE

Agenda Item:	Non-Licensed Hourly Staff Payscale 2025-26	
Notes:	Made sure that the annual amounts are less than the respective salary amounts. Added an associates lane. Made it 60 cents more moving per lane. Annual increases cap at an hourly rate of \$32.00. CFO compared our payscale to other school districts.	
Motion:	Motion to approve the Non-Licensed Hourly Staff Payscale 2025-26	
Made by:	1 st : Ge Vang	2 nd : Christine Smith
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Christine Smith, Daniel Schmidt, Ge Vang	



Action:	Motion passed.
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SCHOOL ADMINISTRATION

Agenda Item:	Academic Report
Notes:	<p>K-12: Departments continue to refine their practices with DDI and implementing academic standards.</p> <p>IT: Updated backup battery for some switches</p> <p>Health: Busy promoting students and staff well-being</p> <p>Main Office: Continues to restock, cleaning and servicing students and staff.</p> <p>Operations/Facilities: Will be working on some spring break projects soon. (Installing a new dishwasher)</p> <p>Transportation: Plan to progress for JME Transportation to operate our school bus</p> <p>HR/Business: Launched KDWB ads. Upcoming HCPA Job Fair in April.</p> <p>Counseling: 96% of seniors have applied to one or more colleges. 77% of seniors are on track to graduate.</p> <p>SPED: Working on a few compliance areas as requested by MDE.</p> <p>Upcoming Events: April 22 & 23 early release days have been changed to full days of testing. HCPA will send out more information to parents soon.</p>

SCHOOL ADMINISTRATION

Agenda Item:	SPED Program Final Report - MDE
Notes:	<p>Our SPED Department has been passing all reviews and reports with flying colors. The form discussed was just one of the many reviews that keep coming back with no errors. Recognition for our SPED Department, which continues to demonstrate exceptional dedication and support for our students.</p>

SCHOOL ADMINISTRATION

Agenda Item:	HCPA 1st Floor Window Proposals
Notes:	<p>Went through personal accounts on how effective and strong the protective film is. Board members agree to move forward with this proposal. Bring back 3 bids to the next board meeting to review and approve.</p>

SCHOOL ADMINISTRATION

Agenda Item:	Proposed Name Removal of the Fieldhouse
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ORIGINAL DOCUMENT

Notes:		
Motion:	Motion to approve the removal of the name of the fieldhouse and to proceed with administrative decisions regarding its naming and design.	
Made by:	1 st : Ge Vang	2 nd : Daniel Schmidt
Voted Yea: 4 Voted Nay: 0 Abstain: 0	Susan Vang, Christine Smith, Daniel Schmidt, Ge Vang	
Action:	Motion passed.	

ADJOURN

Agenda Item:	Adjourn	
Notes:		
Motion:	Motion to adjourn the meeting at 6:56PM.	
Made by:	1 st : Daniel Schmidt	2 nd : Christine Smith
Voted Yea: Voted Nay: Abstain:		
Action:		

The Board Meeting adjourned at 6:56PM.