

## HCPA Governance Committee Meeting Agenda and Minutes

Wednesday, April 30th, 2025

3:30PM - 5:00PM

**FACE To FACE**

**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.

Call to Order at: Attended by:  Unable to attend:	<b>Actions Needed</b>	<b>Time Allotted</b>
1. Consent Approval of agenda a. Approved	<b>Vote:</b> Yeah ____ Nay ____ Ab. ____	
<b>Our Next Meeting:</b> Mon. May 12th, 2025		
2. <b>Next school board meeting:</b> May 28th, 2025 5:30	<b>Update</b>	
3. Check in on Election <a href="#">24-25 Election calendar</a> <a href="#">Election Policy</a> <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> Seat B: person is not rerunning. open Seat C: person is rerunning Seat G: person is rerunning  <ul style="list-style-type: none"> <li>Make sure we send out multiple emails and robo calls for reminders of the election.</li> <li>Update calendar to show new dates</li> <li>Small group meet with candace to do an question answer meeting:</li> <li>Last Day finalized is April 9th election</li> </ul>	<b>Update</b> <b>Vote:</b> Yeah ____ Nay ____ Ab. ____	45m

<ul style="list-style-type: none"> <li>Group to work on calendar and new dates match. <ul style="list-style-type: none"> <li>Update with new dates. Susan will email Dan and Mai Zer and Panghoua (Pang) Vue</li> </ul> </li> </ul>		
4. <a href="#">Board Policies to review</a> (Link to use)  <b>Add to May board meeting:</b> <ol style="list-style-type: none"> <li>Look at to see all the policies still needing to get done that have never been done,</li> <li>assign teams to work on policies that are not assigned.</li> <li></li> </ol>	<b>Discussion</b> <b>Vote:</b> Yeah____ Nay ____ Ab.____	20 m
5b. <a href="#">509.2</a> Lottery Procedure <ul style="list-style-type: none"> <li>Have ranges added for each grade level in k-5 6-12 different number range</li> <li>Cap number of students per grade.</li> <li>Add a statement about if a 1 family member is added then other siblings grades will need to be looked at before they are added to not increase too high.</li> </ul>	<b>Discussion</b> <b>Vote:</b> Yeah____ Nay ____ Ab.____	20 m
6. Update <a href="#">BOARD APPROVED HCPA Governance Committee Charter 11 17 2021.docx - Google Docs</a>	<b>Discussion</b> <b>Vote:</b> Yeah____ Nay ____ Ab.____	20 m
<b>Notes to bring to the board:</b> <ul style="list-style-type: none"> <li>Send to Legal</li> <li>Send to April Board meeting <ul style="list-style-type: none"> <li>Ideas for</li> </ul> </li> </ul>		
<b>Adjourn at:</b>	<b>Discussion</b> <b>Vote:</b> Yeah____ Nay ____ Ab.____	

### **Policies and Agenda Item labels are**

**Vote** (needs to be finalize and send 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

**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.  <i>Adopted:</i> <i>Reviewed: January 26, 2022</i> <i>Board Approved: January 26, 2025</i>		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"
		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"