

AGENDA

**Hmong College Prep Academy
Finance Committee Meeting
Monday, April 22, 2024
3:30 pm – 4:00 pm
Location: Google Meets**

Google Meets Link: meet.google.com/syq-iirb-izd

Purpose: The general purpose of the Finance Committee is to oversee the financial health and to ensure fiscal responsibility of the school and personnel on the behalf of the board and all public stakeholders of the school.

AGENDA:	LEAD:
1. March Financial Report/Supplemental Information	CLA
2. 24-25 Administrative & Professional Employees Hiring Placement & Salary Gide	DK
3. Proposed year-round increase to be 3%. State is giving us 2%, inflation is currently at 2.25%. Our current fund balance and forecast is optimistic to go up to 3%.	DK
4. Food Service Management Contract SY 2024-25 (K-12 by Elior)	DK
5. Summer School Pay rates	DK
6. 2024-25 Sign-on and Referral stipends: Continue same rates as 23-24 with some added verbiage.	DK

Some members may be participating via electronic means

HCPA FINANCE COMMITTEE MEETING MINUTES

Started Time: 3:33 PM
Minutes: Chong Her, HCPA Business Manager
Facilitator: David Kloskin, HCPA CFO

- I. Call to Order:** David Kloskin, HCPA CFO, called the meeting to order
II. Roll Call:

Y	N	Name
X		Jenee Nordstrom, HCPA Assistant Director 6-12 via google meets
X		Chong Her, HCPA Business Manager via google meets
X		David Kloskin, HCPA Chief Financial Officer via google meets
X		Guest- Nichole Schmidt, Financial Consultant, CLA via google meets
	X	Ge Vang, HCPA Board Treasurer

III. Agenda items

1. March 2024 Financial Report/Supplemental Information
Presented by Nichole Schmidt
 - 75% thru the fiscal school year
 - Cash in great spot at the end of the month
 - David and Nate are working on the title funds with what's been expended so far
 - Ending profit
 - Revenues trending at 74%
 - Lease aid was approved
 - Expense lines: supplies and equipment lines
 - Cashflow
2. 24-25 Administrative & Professional Employees Hiring Placement & Salary Guide
Presented by David Kloskin
 - Changing the title of the document to be "Administrative & Professional Employees Hiring Placement & Salary Guide"
 - Provides clear steps and specifies education levels
 - New additions: Counting previous years of service highlighted in colors based on levels. Experience will fall in line based with experience in the field
 - This document acts as a hiring guide and not a step lane that employees follow
 - All are in agreement for board review
3. Proposed year-round increase to be 3%. State is giving us 2%, inflation is currently at 2.25%. Our current fund balance and forecast is optimistic to go up to 3%.
Presented by David Kloskin
 - All are in agreement for board review



4. Food Service Management Contract SY 2024-25 (K-12 by Elior)
 - All are in agreement for board review
5. Summer School pay rates
 - New policy added for extra documentation on what we pay teachers and paraprofessionals (EA).
 - All are in agreement for board review
6. 2024-25 Sign-on and Referral stipends: Continue same rates as 23-24 with some added verbiage.
 - All are in agreement for board review

Adjourned: 3:53 PM