

HOPE Community Academy  
Minutes of the Board of Directors Meeting  
November 10, 2011

720 Payne Avenue, St. Paul, MN 55130 – Conference Room of HOPE

<b>Members present</b>	<b>Absent</b>	<b>Staff Present</b>	<b>Also Present</b>
Kathi Graham	Bee Moua	Maychy Vu	Anne Sturdivant
Warren Hegge			
Kim Schmidt			
Danielle Zdon			
Allison Janssen			

**Call to Order:** Warren called the meeting to order at 5:10 p.m. A quorum was present.

**Approval of Agenda:** Agenda was approved as amended removing the 2011 Audit and moving it to new business.

**Approval of October 13, 2011 Minutes:** Minutes were approved as written.

**Community Comments:** There were no community comments.

**Consent Agenda:**

- a. **Assurance of Compliance-** The Annual Assurance of Compliance is due to MDE. The Assurance of Compliance is HOPE's way of showing that they are in compliance with state and federal law against discrimination.
- b. **2011 – 2012 DSS Contract** – DSS Commercial is a vendor that HOPE uses to remove snow in the winter months from the parking lot. DSS only removes snow from the parking lot as HOPE handles their own sidewalks and building entrances. The cost for the winter of 2010 – 2011 was approximately \$7,800. Rates for the 2011 – 2012 are the same as they were for the last year.

Danielle motioned to approve the Consent Agenda. Kim seconded. Approved.

**Committee Reports**

Executive Committee

The Executive Committee discussed the e-mail and phone system that has been set up to receive board messages from parents and community members.

Finance Committee

Finance Committee discussed the recent audit. HOPE was cited for paying bills late. A corrective action task has been implemented to address the issue.

Board Development

The Board Development Committee met with its two newest members, Kristi Armstrong (HOPE Teacher) and Kari Johnson (HOPE Teacher). The committee is waiting for a response from MAP about the two community member positions available.

Marketing

No Marketing Committee minutes.

Policy Committee

No Policy Committee minutes.

The committee reports were approved as presented.

## **New Business**

### Director's Report – Report Attached

- Enrollment is currently at 467.
- Because AYP was not met in Math, we will continue with the CES tutoring at HOPE. There are 11 providers interested in working with HOPE for this program.
- UST afterschool tutoring program – Tuesdays and Thursdays from 5:30 – 7 p.m. for parents and students
- Zoua Lee, Parent Liaison at HOPE will change her hours to reflect her schedule change for the UST afterschool tutoring program
- Title I Audit cited HOPE in two areas. The first area is Parent Right to Know teacher qualifications. The second area is the Parent Involvement Plan. Corrective Action tasks have been made for both.
- UST has hired a new director of charter schools. Molly McGraw Healy will be meeting with Maychy soon for a visit of HOPE.
- Reminder that all board committee meeting times/ dates and agendas need to be posted.
- MDE required policies and assurance template must be sent in by 12/02/2011. Maychy has ordered templates from Booth and Lavarato that will help with the development of these required policies.
- LarsonAllen, our account firm will be merging with another company.

### **Strategic Planning – Anne Sturdivant**

- Community Forum is set for November 15, 2011 from 5 – 8 p.m. Board members are asked to attend and to participate.
- Board discussed the process and events in the future at HOPE to continue working on the strategic planning.

Meeting adjourned at 7:10 p.m.

**Next meeting on December 15, 2011**