



Board of Directors
Thursday, November 15, 2018
HOPE Conference Room
5:00 p.m.

MINUTES

Present: Andy Grover, John Yang, Ka Zoua Yang, Mai Vang, Pao Yang, Sia Lo, and Zuag Lee
Absent: Maychy Vu
Staff: Nancy Cheng and Juavah Lee
Others: Jenny Abbs

The meeting convened at 5:00 p.m.

I. Call to Order

II. Approval of Agenda

MOTION: Sia moved, Ka Zoua seconded to approve the amended agenda to add bus safety under Community Comments . No further discussion. Motion carried.

III. Approval of Minutes: October 25, 2018

MOTION: Sia moved, Ka Zoua seconded to approve the amended October 25, 2018, minutes to reflect the September 27, 2018, minutes were not amended . Motion carried.

[Zuag joined the meeting at 5:05 p.m.]

IV. Community Comments

Bus Safety (Ka Zoua)

Ka Zoua stated there has been a significant increase in the news about bus safety concerns, and would like the Board to be aware of it. Juavah also shared concerns related to HOPE students such as bus drivers skipping stops if they're late and the bus starts to move before the students are seated when being picked up. Juavah asked that parents contact him regarding bus safety concerns so he can address it with the bus company. Discussion followed on "What can we do to make the buses safer for students and to bring awareness?"

Parent Involvement/Tutor/Hmong Programs (Juavah Lee)

Juavah presented on the following:

1. Hmong Language Program

Last year ago, the Hmong Language and Culture Committee worked with Mimi Palen-Clare on the strategic planning for the Hmong program. The committee found out that HOPE needed more than one Hmong teacher and needed more support in the classroom. They set a goal to have two Hmong teachers by October 2020. This year, HOPE has hired two Hmong teachers. The students will be divided into groups by skill level, and take pre and post-tests. They will also speak Hmong for the duration of the Hmong class and only revert to English when students truly don't understand. It is the hope that upon graduating, the students will have a

better understanding of the Hmong language and know how to read and write proficiently in Hmong.

2. Volunteer Tutorial & Internship Program

HOPE previously had the volunteer program after school. An issue they ran into was getting the students back to school once they got home. HOPE now offers additional academic time from 2:40 p.m. - 3:15 p.m. for their students each day. Mondays through Wednesdays, they offer academic time. On Thursdays and Fridays, they offer enrichment classes where the kids get to choose their classes. This year HOPE is also adding additional help and activities to their Karen students at the request of the Karen parents, such as a Karen dance and language classes. In accommodating all the activities, spacing is becoming an issue.

3. Academic/Midterm Alert

A new program developed to monitor student academic progress. The teachers would be working with Juavah and the Student Support Team (SST) to identify which students are falling behind. Students who have a grade of a C would be considered failing and would need extra help, such as tutoring. Juavah would contact the parents to notify them of their student's situation so help can be given to help raise their grades before the final report card.

4. HOPE Parent Education Program

A program designed to help and assist parents through the educational process in terms of preparing children for college. Once the parents go through the program, they will also go and visit a college or university.

[Pao joined the meeting at 5:20 p.m.]

V. Consent Agenda

- 2018-19 Teacher Contracts
 - Yang, Druacy
 - Zwach, Peter

***MOTION: Zuaj moved, John seconded to approve the consent agenda. No further discussion.
Motion carried.***

VI. Committee Reports

1. Executive Committee

Mai provided update. Please see the November 13, 2018, Executive Committee minutes provided with meeting materials.

2. Board Operations Committee

Ka Zoua reported they did not have a Board Operations Committee meeting in October. Their next meeting will be on Wednesday, December 12, 2018, at 4:30 p.m.

[John joined the meeting at 5:48 p.m.]



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3. Finance Committee

October 2018 Summary Report
October 2018 Summary Income Statement
October 2018 Balance Sheet
October 2018 Payment Register

Jenny went over the financials. See the October 2018 Financials and November 13, 2018, meeting minutes provided with the meeting materials. Sia made a note that her last name was misspelled in the Finance Committee minutes. Jenny also reported that HOPE's audit is due November 27th, and the auditor promised they will get her a draft by Monday, November 19th for review.

MOTION: John moved, Ka Zoua seconded to approve the October Summary Report, Summary Income Statement, Balance Sheet, and Payment Register. No further discussion. Motion carried.

VII. Existing Business

1. *Board Development Plan*

Mai went over each line item in the Board Development Plan, and discussion followed on how they think they are doing.

2. Board Training Program

A reminder that the fundraising board training will be held on January 24, 2019, immediately following the Board meeting. The Executive Committee is working on this and Maychy will be reaching out to Eugene Piccolo to see if he can come out to do this training or point us to other resources we can reach out to.

3. St. Thomas Contract Project

Mai stated Pao asked that this item be put on the November Board meeting agenda, so the Board can further discuss and come up with a few things together. Discussion followed, and the committee agreed on the following three items:

i. Bond Covenant

The Board understand that we're not spending as much funds towards educational programs, but one of the challenges is also trying to meet our bond covenant. St. Thomas continues to cite this issue up, and the Board would like St. Thomas to understand the situation.

ii. Training/Board Development

The Board feels they are moving in the right direction with training. The Board plans to set up an annual training in January, one with the annual board retreat, and anything that might develop along the way. The Board has also done a board development plan that they will continue to follow.

iii. Parent Survey

The Board is not entirely sure of the timing of when the Parent Survey needs to be completed by. We were unable to find any wording in any of the annual reports on when it should be submitted, but we were docked points last year because it was done late. The Board is wondering about the timing.

VIII. New Business

1. Executive Director's Report

- Presentation by Juavah – Please see attached document included in meeting materials.

2. Board Retreat SY2019-20

Mai shared that this year she would like to hold the annual board retreat meeting in July, separate from the June meeting. She would like the board to think about the next annual board retreat meeting date, between now and the November meeting, and a meeting date to be finalized at the December meeting.

3. Plus/Delta

Plus: John is glad to see two new teachers were hired.

Delta: Pao is questioning whether HOPE needs to hire an Assistant Director or a Principal and would like to add it as an item for discussion at the December board meeting. Brief discussion followed, and Mai asked that this be put on the December Board meeting agenda for further discussion.

4. Others

There were no other items.

The next Board Meeting is on Thursday, December 20, 2018, at 5:00 p.m. in the HOPE Conference Room.

The meeting adjourned at 6:58 p.m.