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Board of Directors  
Thursday, April 25, 2019  
HOPE Conference Room  
5:00 p.m.

## MINUTES

*Present:* Andy Grover, John Yang, Ka Zoua Yang, Mai Vang, Sia Lo, Zuag Lee, and Pao Yang  
*Staff:* Maychy Vu and Nancy Cheng

The meeting convened at 5:09 p.m.

### I. Call to Order

### II. Approval of Agenda

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

### III. Approval of Minutes: March 28, 2019

*MOTION: Sia moved, Ka seconded a motion to approve the March 28, 2019, meeting minutes.  
Motion carried.*

### IV. Community Comments

There was none.

### V. Consent Agenda

1) Boy Scouts of America

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

### VI. Committee Reports

#### 1. Executive Committee

Mai reported the Executive Committee's March meeting was cancelled, so there is nothing to report. The Executive Committee will continue to work on the grievance process.

#### 2. Board Operations Committee

Ka and John reported on the following:

##### a. Board Development Plan

- Discussion followed on how to integrate the current one with the new one. Ka and the Operations Committee to work on the Board Development Plan with Mimi Palen-Clare, based off our board self-evaluations we did this year and other suggestions from board members.

##### b. Annual Meeting will be on May 9, 2019

- Discussion followed on open floor nominations.

3. Finance Committee
  - March 2019 Summary Report
  - March 2019 Summary Income Statement
  - March 2019 Balance Sheet
  - March 2019 Payment Register

Pao went over highlights the Finance Committee discussed at their last meeting: the financials, food service, the open positions, Title IV, and the high utilities cost. See the attached March 2019 Financial Statements and Supplemental Information Report provided with the meeting materials.

***MOTION: John moved, Zuag seconded the motion to approve the March summary report, summary income statement, balance sheet, and payment register. No further discussion. Motion carried.***

Pao also shared that the Finance Committee has been looking into working with a new firm to do HOPE's annual financial audit. He provided background information about the current firm, CliftonLarsonAllen LLP, and some of the issues we've had with them these past two years. Pao contacted three firms, including CliftonLarsonAllen. CliftonLarsonAllen did not send a proposal. He presented two proposals for the Finance Committee to review. The Finance Committee has reviewed both proposals and would like to make a recommendation to the board to select Abdo Eick & Meyers. Discussion followed and Pao responded to questions.

***MOTION: Pao moved, John seconded the motion to approve Abdo Eick & Meyers LLP to conduct HOPE's FY 2019 audit. No further discussion. Motion carried.***

## VII. Existing Business

1. Fundraising Follow-Up: Staff suggestions for fundraising

Maychy reported the staff provided the following suggestions:

- Classroom library sets
- New playground
- Software applications
- On-site IT staff
- Reading program
- More lockers
- STEM-related programs
- Expanding gym to include stage
- Bring outside community experts to help, i.e., East Side, YMCA, etc.

Pao asked for further clarification on what it means to bring outside community experts to help. Maychy provided further information. Discussion followed on how most items mentioned above are mostly short-term goals. Andy suggested Maychy to go back to the staff and focus on 1-2 short term goals and 1-2 long-term goals. Additional discussion followed on possibly doing an annual fundraiser that can be sustainable. Board members can contact their friends and local businesses for help, do an annual carnival (which has been done in the past and was successful), and have the staff also wear uniforms and they could help fundraise by paying to wear jeans.

## VIII. New Business

### 1. Board Member Rounding

Mai wanted to make clear that each board member may do something on their own at a level that is comfortable to them, but reminded board members regarding the pros/cons discussed at the last meeting. She would recommend doing something together as a group. Discussion followed and the board decided on doing a "Year-End Appreciation" for all staff on May 31st at 8 a.m. Andy and Zuag, as the teacher board member, would help spread the word and encourage staff members to attend. The rest of the board members would bring in some morning treats for a short get-together with the staff.

### 2. SY 2019-20 Board Retreat on July 25, 2019 - brainstorming topics

Mai shared instead of putting the responsibility of the board retreat planning on just one committee, that she would like to see the full board's participation and input on ideas for topics to discuss at this year's retreat. Discussion followed on coming up with agenda items for the July 25th Board Retreat. Depending on the number of agenda items we come up with, we may extend the time a couple of hours after lunch. More discussion at the next meeting to finalize agenda items.

#### Brainstorming Ideas:

- Team Building Exercises (Pao)
- Expand on Board Development Plan (Andy)
- Assign Board Committees (Andy)
- Year-End Report (Mai)
- Activities from MACs (Mai)

### 3. Executive Director's Report

#### Strategic Plan – Dashboard Highlights Include:

- Hmong Spelling Bee will be on a Saturday this year (May 18th from 8 a.m. to 3 p.m.)
- Recruitment Goal: 530 students for next year
- Looking for a Director of Curriculum & Instruction (previously titled Principal)
- Doing an online staff engagement survey in May
- Pulling together an ad-hoc committee to review the parent survey
- School newsletter
- Parent portal has been put on hold
- They continue their community outreach (Maychy, Juavah and Phoua)
- They have reactivated the PTO (2 Karen, 2 Hmong, and 2 Caucasian parents)

### 4. Plus/Delta

Plus: Happy to hear that the school has reactivated the PTO.

Delta: There were none.

### 5. Others

There were none.



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The next Board meeting is on Thursday, May23, 2019 at 5:00 p.m. in the HOPE Conference Room. The Annual Meeting will be on Thursday, May 9th at 5:30 p.m. in cafeteria with registration and dinner, followed by the program at 6:00 pm in the gymnasium.

The meeting adjourned at 7:09 p.m.