



720 Payne Ave  
Saint Paul, MN 55130  
Phone: (651) 796-4500  
Email: [contact@hope-school.org](mailto:contact@hope-school.org)  
Website: [www.hope-school.com](http://www.hope-school.com)

Board of Directors  
Thursday, October 25, 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  
*Staff:* Maychy Vu and Nancy Cheng  
*Others:* Jenny Abbs

The meeting convened at 5:08 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: September 27, 2018

***MOTION:*** ***Ka Zoua move, Sia seconded.*** ***Motion carried.***

### IV. Community Comments

There were none.

### V. Consent Agenda

1. 2018-19 Teacher Contracts
  - Haas, Kevin

***MOTION:*** ***Sia 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 October 17, 2018, Executive Committee meeting minutes provided with meeting materials.
2. Board Operations Committee  
Ka Zoua provided update. Please see the October 10, 2018, Operations Committee meeting minutes provided with meeting materials.
3. Finance Committee

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

Jenny went over the financials. See the September 2018 Financials provided with the meeting materials.

**MOTION: Pao moved, Sia seconded to approve the September Summary Report, Summary Income Statement, Balance Sheet, and Payment Register. No further discussion. Motion carried.**

Jenny explained the deficit and asked for the board's approval to transfer \$31,915.56 from Fund 01 to Fund 02 to cover the deficit in that fund for SY17-18. Discussion followed.

**MOTION: John moved, Ka Zoua seconded to approve the transfer of \$31,915.56 from Fund 01 to Fund 02 to cover the deficit in that fund for SY17-18. No further discussion. Motion carried.**

Jenny went over the SY2018-19 Revised Budget Model and asked for approval. Discussion followed.

- Get recommendation from other Charter School for remodeling the school
- No further plans on spending anymore funds
- There are a shortage of subs from Teachers on Call and lack of teacher applicants
- 4<sup>th</sup> and 5<sup>th</sup> grades no applicants at the moment, reading and EL teachers are getting pulled to help sub

**MOTION: John moved, Pao seconded to approve the SY2018-19 Revised Budget Model. Motion carried.**

## **VII. Existing Business**

### **1. Board Development Plan**

Mai asked for approval of the Board Development Plan.

**MOTION: Andy moved, Zuag seconded to approve the Board Development Plan. No further discussion. Motion carried.**

### **2. Board Training Program**

Discussion followed on the training topic for our January 2019 training. Mai called for a vote. Sia, Zuag, Andy and Pao voted for fundraising. Ka and John voted for Open Meeting Law. The Board voted to do a training on fundraising/how to get more funding for the school. Pao stated he would like the Executive Committee to lead on the finding of the trainer. The training will take place following the January 24, 2019, board meeting from 6 pm - 8 p.m.

### **3. St. Thomas Contract Project**

Mai stated there appeared to be confusion about the follow-through of what the board needed to do regarding this and asked for ideas on how to handle. The intent was for the board to understand and prioritize items they felt needed clarification or had questions on. This was to help us do a better job at interacting and communicating with St. Thomas. Discussion followed. Pao stated this topic should be added to the next agenda to further discuss and identify in preparation for a UST presentation at a future board meeting.

*[Andy left the meeting at 6:32 p.m.]*

## VIII. New Business

### 1) Executive Director's Report

#### a. Board Master Calendars:

- One master calendar will have all board/school events and reports that are due to MDE and/or UST
  - o Girls basketball starts on October 29, 2018
  - o Gao Joua submitted a homeless report to MDE.
  - o Sandy does STARS report.
  - o Nancy does MARSS report.
- One calendar will be for public use.
- Both will be put into Drop Box for board members to reference.
- UST annual Fall Site Visit is scheduled for November 29, 2018. Board members are encouraged to attend if their schedules will allow it.

#### b. Dashboard Status Report on Strategic Plan Implementation

See October 25, 2018 Dashboard updates in blue. Highlights are:

#### **Goal #1: Student Success**

- o Implement & refine Hub Instructional Model – 40% implemented; August Hub Leadership Team training with 3<sup>rd</sup> grade team; Gr. 3 roll out in place student instructional groupings in place as of October 2018; consideration of how to support other grade level teams' implementation especially with two grade levels with current teaching vacancies
- o Develop plan to integrate Hub with Character Education, Mission 25, & Parent Programs – 40% implemented; September 12, 2018 Kick Off events; October school-wide assembly and Family Night showcased Mission 25 & Character Education
- o Academic consultant to provide teacher development and evaluation (TDE) – 25% implemented; Dr. David Peterson has been observing teachers in this capacity.
- o Establish Career Day – 5% implemented: ED met with Andy Skalicky (5<sup>th</sup> grade teacher) and have determined that HOPE will host one (1) school-wide Career Day to kick off this project for this school year

#### **Goal #2 Staff Engagement**

- o Work with teachers to increase collaboration on implementing core curriculum with fidelity – 20% implemented; Literacy Implementation Team has been established, training meeting scheduled for November 2, 2018

#### **Goals #2-3 Status**

- o Parent liaison position staff has resigned but a new staff has taken over the position
- o Kevin Haas, new MS ELS teacher, has agreed to take on the parent newsletter as well as the Morning Announcements. There will be more progress to report out later.
- o More detailed information to report out on these two goals in the upcoming months

2. Plus/Delta  
Plus: None  
Delta: None

3. Others  
There were no other items.

The next board meeting will be on Thursday, November 15, 2018, at 5:00 p.m. in the HOPE Conference Room.

The meeting adjourned at 7:03 p.m.