

**NEW MILLENNIUM ACADEMY**

School Board Meeting Agenda

Date: July 13, 2017

Time: 6:00 PM – 8:00 PM

Location: 5105 Brooklyn Blvd

Brooklyn Center, MN 55429

Room: 107

Timekeeper:

Facilitator: Joanne Hager

Minutes:

Interpreter: N/A

**AGENDA: RECORDING BEGUN AT 6:07 PM**

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**1) Opening and Welcome: 15 min**

- a) Roll Call of Board Members Present
  - i) **Present: Bridget Mealman, Lao Pao Yang, Xoua Pha, Sean Lee, Amee Xiong , My Nang Thao, Joanne Hager**
  - ii) **Absent: See Xiong, Ker Vang**

**b) Board Member Introductions**

**c) Recognition of New Board Members: Lao Pao Yang, Bridget Mealman, Ker Vang, Xoua Pha**

**d) Approval of the Agenda:**

(1) Amendments:

- (a) Building Lease has already been signed so was deleted
- (b) Remove F and G

(2) Facilitator name changed to Joanne Hager

Motion: Bridget Mealman, Second: Amee Xiong, Vote: Yes 5 No 2

**e) Guests – see guest sign in**

**f) Public Comments**

- i) Nou Vang (former Board Chair). Chair of Bldg Co
  - (1) Title of Bao Vang as CEO
  - (2) Requested to be added to the agenda re Building Company
- ii) Wa Yee Vang (parent)
  - (1) Concern regarding parent involvement in school decisions
  - (2) Need a clear process for informing parents of decisions, truthful facts
- iii) Julie Vang (parent)
  - (1) Concern regarding number of issues within the school
  - (2) Considering removing children if there are more issues
  - (3) Supporting that the school is here for the children
- iv) May Yang (parent) – (note: over time limit)
  - (1) Concern regarding the change of 'principal' and 'director'
  - (2) Noted that the previous principal was a founder
  - (3) Concern regarding communication to parents about 'big' decisions
  - (4) The director was welcoming

**2) Review and Approval of Board Minutes 10 min**

Joanne Hager

- a) June 9, Board Minutes
  - i) New business A is missing
  - ii) Amee is misspelled (not Amiee)
  - iii) G - Sean made motion on closed session
  - iv) H -was to approve the ED contract.Tabled the approval of the June 9 Board Minutes
- b) June 27, Special Board meeting
  - i) Different than the revision Jill. Jill did not finish the minutes.
  - ii) Ms. Yee should be listed as ex-officio
  - iii) 6. Amended the contract HAP/ doing business as Thrive
  - iv) Amee is misspelled.
  - v) 2. Approval with name on minutes- since it was a public meeting, it is correct.

Tabled the approval of the June 27 Board Minutes

Suggestion of special meeting - TBD

### 3) Treasurer Reports

- a) Treasurer Report & Approval Chuck Herdegen
- i) Financial, management reports- review and train later for new board members and all board member
  - ii) Enrollments are key to meet the target. NMA trends growth over the year.
  - iii) Line items on the expense side. Capital improvements will roll over. Late Aug/ Sept will be finalized. Ending the year strong—35% will be met.
  - iv) Finance committee meets monthly.
  - v) Has HAP been paid yet? No invoice  
Financial statements p. 3 of 8
  - vi) Approve financial reports
- Motion: Xoua Pha, Second: My Nang Thao Vote: 6 yes, 1 abstain

### 4) New Business

Joanne Hager

- a) Election Officers
- i) Chair - presides, draft agenda with staff,
  - ii) Vice Chair - steps in to convene meeting
  - iii) Secretary - takes all of the minutes, Board documents updated and in compliance
  - iv) Treasurer - finances, work closely with Chuck, may do report as trained or has strong financial skills
- b) Nominations
- i) Xoua Pha for Chair Nomination: Sean Lee, Amee Xiong
  - ii) Joanne Hager for vice Chair Nomination: Amee Xiong
  - iii) Sean Lee for Treasurer Nomination: Sean Lee
  - iv) Bridget Mealman for Secretary Nomination: Lao Pao Yang
- Vote on the slate: Yes 7

- c) Board Meeting Schedule Joanne Hager
- i) Day of the Month – Second Thursday
  - ii) Start time/location – 6:00pm – 8:00 pm
- Motion: Bridget Mealman Second: Amee Xiong Vote: Yes unanimous

- d) Board Members' Conflict of Interest Disclosure Chuck Herdegen
- i) Authorizer Statement of Assurances
    - (1) Must have read contract from authorizer
  - ii) Monthly Conflict of Interest Disclosure(s) as needed
    - (1) Must be disclosed prior to voting, abstain
    - (2) Add agenda item to disclose conflict

- e) Designation of Depositories Chuck Herdegen
- i) Venture Bank
  - ii) Wells Fargo Bank
    - (1) Required by law
- Motion: Bridget Mealman Second: Lao Pao Yang Vote: Yes 6 Abstain:1

- f) Authorized Signers at Banks Chuck Herdegen
- i) Board Chair: \_\_\_\_\_
  - ii) Board Treasurer: \_\_\_\_\_
  - iii) CEO: Bao Vang
  - iv) Business Manager: Charles Herdegen
  - v) See and Chuck would still be signers. Chuck will call the bank.

vi) The Board will take this off line.  
Tabled the approval of Authorized Signers to a Special Board meeting.

~~g) Credit Card Authorization.~~

~~i) Approval of Employees to use Credit Card for Purchasing – Bao~~

~~h) Designation of Official Newspaper – Hmong Time (Required for posting) – Bao~~

i) MDE Designations

i) Title Grant Programs Authorized Rep – Bao

Bao Vang

ii) Special Education Director – Indigo or Billie Ward

Motion: Amee Xiong. Second: Bridget Mealman Vote: Yes unanimous

j) Granting of Administrative Authority: Charles Herdegen and Judith Darling are granted Administrative authority to execute and update any and all Cash Management Agreements with Venture Bank and to further grant authority to certain BerganKDV employees to perform activities necessary to carry out bank account-related functions including, but not limited to:

i) Payment of: employee payroll; federal, state, and unemployment taxes (deductions and/or benefits); and other payroll related deductions and benefits (when appropriate)

ii) Payment of contributions to the Teachers Retirement Associations (TRA) and to the Public Employee Retirement Association (PERA) for deductions and benefits.

iii) Payments, including, but not limited to: building lease payments, credit card payments, and other vendor payments (when appropriate).

iv) Other payments authorized by the board of directors

v) Monitoring, reconciliation, and management of bank transactional activity

vi) Transfer of funds between the school's bank accounts at Venture Bank

vii) Investment of excess funds

viii) Execution and release of pledge agreements

ix) Temporary and permanent ACH Limit changes

Motion: Lao Pao Yang. Second: Sean Lee. Vote: Yes 6 Abstain 1

k) Delegation of Authority to Make Electronic Funds Transfers

i) Board Chair, Board Treasurer, CEO, Business Manager

Tabled for Special Meeting

l) Committee Restructure, Sign Up & Meeting Schedule

Bao Vang

i) Go from 8 to 3 committees will be proposed to Bao

August meeting will allow those to volunteer

Governance, Finance, Ad hoc (election, not regular meeting required)

Motion: Xoua Pha Second: My Nang Thao Vote: Yes 6 Abstain 1

m) Building Company – Appointment of new officers – ACTION

Bao Vang

i) Officers are on 1 yr terms: Nou Vang and Yee Yang

ii) Proposed: Chuck Herdegen, Pa Houa Yang

Appointment of officers for the New Millennium Building Company tabled for a Special Meeting

n) Server Quote and Purchase – ACTION

Bao Vang

i) Board packet--quotes for Board information

ii) Bao Vang recommended quote for \$26,437

(1) need back up space, and to run efficiently

(2) hardware is out of warranty; server has reached its capacity.

(3) Need 16 core

Server Purchase decision tabled item to Special Meeting

Comment add that the Special Meeting will NEED to be called soon

o) Indigo Contract – ACTION

Bao Vang

i) Service for Spec Ed students – Renewal Contract  
Motion: Lao Pao Yang Second: Amee Xiong Vote: Yes 7  
Roll Call Vote: Bridget Mealman Yes, Lao Pao Yang Yes, Xoua Pha Yes, Sean Lee Yes,  
Amee Xiong Yes , My Nang Thao Yes, Joanne Hager Yes

Special Meeting Called for Tuesday, July 18, 2017 6:00 pm – 8:00 pm  
Agenda with tabled items

5) Adjourn:  
Motion to adjourn at 8:13: Amee Xiong Second: Lao Pao Yang Vote: Yes 6 Abstain 1