



BOARD MEEING MINUTES

Tuesday, July 21, 2020, 5:15 pm - 7:00 pm
 2169 Stillwater Ave E., St. Paul, MN 55119
 Virtual Board Meeting

MISSION STATEMENT: *The mission of Achieve Language Academy is to provide a rigorous, standards-based, data-driven, best practices educational program for students in grades pre-K through 8th grade. Achieve educates the whole child in a safe environment that values diversity and promotes world cultures with a focus on Hmong and Spanish languages.*

Name	7.21.20	7.28.20	8.25.20	9.29.20	10.27.20	11.24.20	12.29.20
Barbara Young	Present						
Patricia Forestal-Ortiz	Present						
Cindy Videen	Present						
Sam Rivard	Present						
Dave Linne	Present						

1. Call to order – Barbara Young, Board Chair

- a. Called to order: The meeting was called to order by Board Chair, Barbara Young at 5:21 p.m.
- b. Roll Call Board Members: Barbara Young, Patricia Forestal-Ortiz, Cindy Videen, Sam Rivard and Dave Linne.
- c. Guest: Wendy Swanson Choi, Executive Director of NEO and Bao Vang, President & CEO of HAP.
- d. Pledge of allegiance conducted by all
- e. ALA Mission Statement was read by Patricia Forestal-Ortiz
- f. Authorizer Communication: Wendy Swanson greeted the board and participants.

2. Agenda

- a. The agenda was reviewed by the Board of Directors. Agenda was amended to include (1) designing an IOWA and IOWA proxy and (2) approving the HAP management contract.
- b. Patricia Forestal-Ortiz motioned to approve the agenda as amended. Cindy Videen seconded the motion. All voted in favor, motion passes

3. Public Comments

- a. Public comments were heard from the following individuals
 - i. Stephanie Mensah-Nixon – Parent
 - ii. Kelly Schwartzbauer – Parent
 - iii. Brad Schwartzbauer -- Parent
 - iv. Renee Schley – Staff
- b. All parent spoke with one talking point, their loyalty to the former principal.
- c. Staff commented on the salary grid inconsistency.



4. Update from the Board Chair

- a. Barbara Young addressed concerns regarding the 20/21 school year and assured staff, families and community members that all considerations are being made to ensure a safe and stable upcoming school year.
- b. She also gave a brief update on the Executive Director search process and the 20/21 staff letters of agreement. Barbara reminded everyone that this issue was addressed at the May 2020 and June 2020 meetings and that everyone who was offered a letter should have received their signed copy.

5. Executive Director Search Update by – Bao Vang Hmong American Partnership

- a. Search process is going well and according to the timeline
- b. Stakeholders Meet and Greet with the top 2 candidates went well yesterday. Board members will do their one-on-one meet and greet with the top two candidates this week. The final recommendation will be presented to the full board next week.

6. Contracts – The following contracts were presented to the board for review and discussion

- a. Finance Company: Barbara Young presented The Anton Group and Bergan KDV for the Board’s review and discussion.
 - i. The board selected the Anton Group as the Finance Management Company.
- b. Contract Renewal: The following contracts were presented for renewal
 - i. Family Achievement
- c. Motion to approve the Anton Group, and Family Achievement by Cindy Videen. The motion was seconded by Sam Rivard. Roll calls are as follow. All voted in favor. Motion passes.

Barbara Young	Yes
Patricia Forestal-Ortiz	Yes
Cindy Videen	Yes
Sam Rivard	Yes
Dave Linne	Yes

7. Nancy Schultz’s Contract – Discussion about extending Nancy Schultz’s Contract.

- a. Patricia Forestal-Ortiz motioned to extend Nancy Schultz’s contract for the purpose of working on the FY20/21 Budget. The motion was seconded by Dave Linne. Roll calls are as follow: All voted in favor. Motion passes.

Barbara Young	Yes
Patricia Forestal-Ortiz	Yes
Cindy Videen	Yes
Sam Rivard	Yes
Dave Linne	Yes



8. Bank Signer Designations

- a. Patricia Forestal-Ortiz motioned to approve Barbara Young and Bao Vang as bank signer for the general bank account and Dave Linne as the bank signer for ALA Building company. The motion was seconded by Cindy Videen. Roll calls as follow. All voted in favor, motion passes.

Barbara Young	Yes
Patricia Forestal-Ortiz	Yes
Cindy Videen	Yes
Sam Rivard	Yes
Dave Linne	Yes

9. MDE Designation

- a. The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with State Access Control Security Stand 1.0 which states that all users access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority (IOWA) will assign job duties and authorize external user’s access to MDE secure systems for their local education agency (LEA).
 - i. The Director recommends the Board authorize Barbara Young to act as the IOWA for Achieve Language Academy, and Bao Vang as proxy IOWA.
 - ii. Patricia Forestal-Ortiz motioned to approve Barbara Young as IOWA (Identified Official with Authority) and Bao Vang as proxy IOWA. Sam Rivard seconded the motion. All voted in favor, motion passes.

10. Adjourn – Next Meeting(s) – July 28, 2020.

- a. Sam Rivard motioned to adjourn the meeting at 6:14 p.m. Dave Linne seconded the motion. All vote in favor, motion passes.