



*The Community School of Excellence District # 4181*  
*270 Larpenteur Avenue West, St. Paul MN 55113*

## **Board of Directors' Meeting Minutes**

### **April 16, 2025**

#### **Mission**

The Community School of Excellence develops global-minded leaders through high academic standards and real-life experiences.

#### **Vision**

Community School of Excellence is a catalyst for academic transformation.

#### **Board of Directors' Purpose**

To provide leadership, set policy, and develop accountability practices that will ensure high student achievement.

Name	8/21	9/18	10/16	11/20	12/18	1/22	2/19	3/19	4/16		
Terence G. Jones	P	P	P	P	P	P	P	P	P		
Christie Keefer	P	P	P	P	P	P	P	P	P		
TC Young	P	P	A	P	A	A	A	A	A		
Xeng Xiong	P	A	P	P	P	A	P	P	A		
Faith Thao	P	A	P	P	A	A	P	P	P		
Say Vang	P	P	P	P	P	P	P	P	P		

Agenda	Notes
Call to Order	Community School of Excellence Board Meeting was called to order by Board Chair, Mr. T. Jones, on April 16, 2025 at 4:33pm.  Roll Call: 1. <u>Board Members</u> : Mr. Terence Jones, Ms. Say Vang, Ms. Christie Keefer, Ms. Faith Thao 2. <u>Ex Officio Member</u> : Ms. Bao Vang, Ms. Kazoua Kong-Thao 3. <u>Guests</u> : Ms. Julie Thao, Ms. Bobbi Hume, Ms. Callie Boeckmann, Ms. Nicki Martinez, Ms. Mary Kardash, Ms. Cindy Murphy
Public Comments	No public Comment
Conflict of Interest Declaration	Roll Call: ● S. Vang - No ● F. Thao- No ● C. Keefer- No ● T. Jones - No

Board Agenda: April 16, 2025	<p>The Board of Directors reviewed the Agenda for April 16, 2025.</p> <ul style="list-style-type: none"> <li>Ms. C. Keefer motioned to accept the agenda as presented; Ms. F. Thao seconded the motion.</li> <li>All voted in favor of approving the April 16, 2025 Agenda.</li> </ul>
March 19, 2025 Meeting Minutes Review and Approval	<p>The Board of Directors reviewed the Board Minutes from March 19, 2025.</p> <ul style="list-style-type: none"> <li>Ms. F. Thao motioned to approve the March 19, 2025 Board minutes as presented; Ms. S. Vang seconded the motion.</li> <li>All voted in favor of approving the March 19, 2025 Board minutes.</li> </ul>
March 2025 Financial and Supplemental Reports	<p>The March 2025 Financial and Supplemental Reports were presented by Ms. C. Boeckmann.</p> <ul style="list-style-type: none"> <li>Ms. C. Boeckmann clarified that from the February Reports, there was a technical error for the enrollment average daily membership count for 12th graders. It was reported as “56”. The number was corrected on the March financial reports to “44”.</li> <li>Ms. F. Thao motioned to approve the March financial and supplemental report as presented; Ms. S. Vang seconded the motion.</li> <li>All voted in favor of approving the March financial and supplemental reports as presented.</li> </ul>
24-25 Revised Budget	<p>Ms. C. Boeckman presented the 2024-2025 revised budget to the Board of Directors.</p> <ul style="list-style-type: none"> <li>Ms. S. Vang motioned to approve the 2024-2025 revised budget as presented; Ms. F. Thao seconded the motion.</li> <li>All voted in favor of approving the 2024-2025 Revised Budget as presented.</li> </ul>
2025-2026 Draft Budget	<p>Ms. C. Boeckman presented the 2025-2026 Draft Budget to the Board of Directors.</p> <ul style="list-style-type: none"> <li>Ms. C. Keefer motioned to table this to the May board meeting; Ms. F. Thao seconded the motion.</li> <li>All voted in favor of tabling the 2025-2026 Draft Budget to the May Board meeting.</li> </ul>
25-26 Calendar Draft	<p>Ms. B. Vang shared the 2025-2026 draft calendar with the Board of Directors highlighted these changes:</p> <ul style="list-style-type: none"> <li>Seniors will graduate on the last day of the school and end the year at the same time with all other grade levels.</li> <li>December board meeting will be on the 17th 2025.</li> <li>January 2026 Board meeting switched from January 20th to January 21st.</li> <li>May meeting aligns with the Annual Meeting on May 15, 2026.</li> <li>Move June meeting earlier to June 10th.</li> <li>No July Meeting.</li> <li>Ms. C. Keefer motioned to accept the 2025-2026 School calendar with the corrections and additions; Ms. S. Vang seconded the motion.</li> <li>All voted in favor to accept the 2025-2026 School Year Calendar as reflected.</li> </ul>
Academic Report	<ul style="list-style-type: none"> <li>Ms. N. Martinez presented information on the Title 1 funding and programs to the Board of Directors.</li> </ul>



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	<ul style="list-style-type: none"> <li>Ms. M. Kardash presented information on the English Learners programs and progress to the Board of Directors.</li> </ul> <p><i>**Academic Presentation- under meeting minutes on the CSE website</i></p>
Form 990	<p>The Board of Directors reviewed the Form 990.</p> <ul style="list-style-type: none"> <li>Ms. S. Vang motioned to approve the Form 990 as presented; Ms. F Thao seconded the motion.</li> <li>All voted in favor of approving the Form 990 as presented.</li> </ul>
Contract HVAC Bidding	<p>Ms. B. Vang presented the top 3 HVAC bids to the Board of Directors. Staff is recommending Davis Mechanical Systems due to services and cost..</p> <ul style="list-style-type: none"> <li>Ms. Keefer motioned to approve the contract for one-year with a possible 4-year extension if performance is satisfactory. Ms. F. Thao seconded the motion.</li> <li>Roll Call: <ul style="list-style-type: none"> <li>C. Keefer- Aye</li> <li>F. Thao-Aye</li> <li>S. Vang-Aye</li> <li>T. Jones-Aye</li> </ul> </li> <li>All voted in favor of approving the Davis Mechanical Systems contract for HVAC services.</li> </ul>
Purchase Request	<p>Ms. B. Vang presented the SPED purchasing request to the Board of Directors for approval. The request is to purchase a reading curriculum for SPED students in grades Pre-K to 8th grade. These materials will remain useful for the next 5 to 6 years.</p> <ul style="list-style-type: none"> <li>Ms. C. Keefer motioned to approve the purchasing of Imagine Learning curriculum for the SPED Department; Ms. S. Vang seconded the motion.</li> <li>Roll Call: <ul style="list-style-type: none"> <li>C. Keefer- Aye</li> <li>F. Thao- Aye</li> <li>S. Vang-Aye</li> <li>T. Jones- Aye</li> </ul> </li> <li>All voted in favor of purchasing the reading curriculum for the SPED Department.</li> </ul>
Board Policies	<p>The Board of Directors reviewed and discussed the five(5) board policies below.</p> <ul style="list-style-type: none"> <li>#214 Out of State and Local Travel</li> <li>#214 Out of State and Local Travel Form</li> <li>#414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse</li> <li>#415 Mandated Reporting of Maltreatment of Vulnerable Adults</li> <li>#522 Student Sex Nondiscrimination</li> <li>The Board Chair, Mr. T. Jones, called for any additional questions or comments regarding these policies.</li> <li>Ms. C. Keefer motioned to adopt policies #214, #214 form, #414, #415 and #522 as presented.</li> <li>Mr. T. Jones propose to exclude policy #522 as he would like to discuss</li> </ul>

	<p>that policy separately.</p> <ul style="list-style-type: none"> <li>Ms. C. Keefer amended her motion to adopt policies, #214, #214 form, #414, and #415 as presented; Ms. S. Vang seconded the motion.</li> <li>All voted in favor of adopting policies: #214, #214 form, #414, and #415</li> </ul> <p>Regarding Policy #522, Mr. T. Jones would like to point out that the current #522 policy complies with state laws and not federal law.</p> <ul style="list-style-type: none"> <li>Ms. C. Keefer motioned to adopt policy #522 with the understanding that the policy follows Minnesota guidelines and not federal; Ms. S. Vang seconded the motion.</li> <li>All voted in favor to adopt policy #522 except for Mr. T. Jones voted “No”. Motion passed and policy #522 was approved.</li> </ul>
CEO/CAO Update	<p>The following updates were provided to the Board of Directors.</p> <ul style="list-style-type: none"> <li>Hmong National Development Conference will be held on April 16-19, 2025, at the Hilton Minneapolis, celebrating 50 years of Hmong presence in the United States. CSE has registered 121 staff and students to attend this event.</li> <li>21CCLC will be hosting a Financial Literacy family engagement night on April 24. Topics will include traditional bank vs. credit union, and building credits.</li> <li>CSE International Cultural Celebration will be held on May 16, 2025.</li> <li>Junior and Senior prom will be on April 26, 2025 at Metro State Great Hall.</li> <li>After School Program Showcase will be on May 1, 2025.</li> </ul>
Authorizer Update	<p>Updated from Ms. C. Murphy from Minnesota GUILD</p> <ul style="list-style-type: none"> <li>Ms. C. Murphy informed the Board of Directors that she will return in the fall to conduct an informal observation. Feedback from these observations will be shared with the school before formal observations as part of the renewal process.</li> <li>Under new governance law, CSE is now required to post the Bylaws on our website.</li> </ul>
Others	<ul style="list-style-type: none"> <li>Hmong Education Foundation (HEF) contract <ul style="list-style-type: none"> <li>Mr. T. Jones informed the Board of Directors that the Minnesota Department of Education (MDE) indicated that CSE is not in compliance with our current HEF contract. However, Attorney Craig Kepler clarified that we are compliant and has sent MDE a detailed explanation. We will update the Board once we receive a response.</li> </ul> </li> <li>Board Election <ul style="list-style-type: none"> <li>The 30 day letter went out with only 1 candidate, Mr. TC Young.</li> </ul> </li> <li>Contract Evaluation <ul style="list-style-type: none"> <li>The Board will need to do an evaluation on the HEF contract.</li> <li>Ms. S. Vang volunteered to join Mr. T. Jones to work on the HEF contract evaluation. They will get this back to the Board before the next meeting for review and comments.</li> </ul> </li> </ul>



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Adjourn

The Board Chair adjourned the April 16, 2025 board meeting at 6:29 pm.