

**Special Meeting of the Yinghua Academy School Board
1616 Buchanan St. NE, Minneapolis, School Library**

Monday, March 14, 2011, 6:00 pm

final

Board Members in Attendance

Maryann Choy (Secretary), Scott Jax, Jen Shadowens, Taoyuan Li, Cindy Moeller, Keri Norell, Doug Parish (Treasurer), Kristin Swenson, Ben Weng

Board Members Not in Attendance

Abigail Pribbenow (Chair)

Academic Director and Interim Executive Director in Attendance

Dr. Luyi Lien, Ursina Swanson

Public in Attendance

Ruth Hanson (teacher), Julie McCormick (parent), Dan Teske (parent) attended the meeting.

I. CALL TO ORDER

Mr. Parish called the meeting to order at 6:05 PM.

II. AGENDA APPROVAL

The MOTION by Mr. Jax to approve the previously distributed agenda, was seconded and passed.

III. BOARD APPROVALS

A. Recommendations for 2011-12 Salaries and Benefits

Ms. Swanson and Ms. Swenson reviewed various salary structures, including many metro-area school districts. Their goal was to develop a salary structure to establish equity among the teaching staff and to build a solid structure for the future. This structure considers:

- Level of Education, Bachelors vs. Masters degree
- Years of service at Yinghua Academy for 1, 3 and 5 years.
- Incentives for MN teacher licensing.
- More competitive number of PTO days of 10 with a maximum of 12 PTO days
- Attendance incentive when five or fewer PTO days are used in a school year
- Comparable in-service days and 192 work days (versus the current 218 days.)

Mr. Parish ran these numbers through our budget model. The following basic assumptions used were:

- Increased enrollment from 372 students to 476 students, a 30% increase.

- State funding rates remain flat, equating to 18% increase in revenue.
- Expenses grow to 14% with relative increases to per student expenses
- Anticipated surplus for fiscal year 2012 would be approximately \$100,000 which is consistent with our long-term projections and with our growing enrollment including our middle school program.

The Board discussed the value of making our salaries competitive and consistent. Dr. Li and Ms. Norell appreciate the well-defined delineation of compensation based on criteria and clearly defined expectations of work hours and work days. The need to clarify comp time was discussed. Dr. Li said, some teachers care more about the work environment and not the salary alone. Ms. Swanson agreed that it is important to create a stellar work force, where teachers want to be part of Yinghua.

Ms. Shadowens arrived at 6:36pm.

Mr. Parish summarized that Ms. Swanson's goal is to get Board approval on this salary and benefit structure tonight in order for Administration to present employment letters to each teacher before Spring Break.

The MOTION by Ms. Choy to approve a salary and benefit structure that includes the following, was seconded and passed, unanimously:

- up to 192 teacher work days between hours of 7:45-4:15pm,
- 10 PTO days with an additional PTO day for 5 years of service and an additional PTO day for 10 years of service for a maximum of 12 PTO days,
- Attendance Incentive when five or fewer PTO days are used in the 2011-12 school year, a teacher may cash out their remaining unused PTO days at the following rates: \$75 per day for those who have <=5 years of service; \$100 per day for those with > 5 years of service.
- 8 professional development days and all school holidays
- Base salary to be 1% greater than a local competitive district as of 1/17/11,
- Allowances for education degrees
- Allowances for 1, 3 and 5 years of service at Yinghua
- Additional \$1000 for MN teacher licensure or when one obtains MN teacher license.

B. Draft of 3-5 year Plan for Sole Purpose of the Honda Grant.

Ms. Shadowens reported that this strategic plan does not need to be posted on the website, as previously thought. The plan just has to be submitted with the grant application. The Board discussed the plan and made suggestions.

The MOTION by Ms. Moeller to use this plan with correction for the Honda grant, was seconded and passed.

IV. DISCUSSION

A. Sample Outline If Prouty Project Is Used

Ms. Swenson presented the proposed steps for Strategic Planning, if the Prouty Project is used. It is an aggressive timeline, as anticipated. Ms. Swenson and Ms. Pribbenow will be meeting with a second vendor, Team Works, on March 22nd. Team Works have facilitated many larger school districts' strategic plans, including St. Paul. The Board will decide on a facilitator at the next regularly scheduled meeting, April 4, 2011.

I. ADJOURN

The MOTION by Ms. Swenson to adjourn at 7:08 PM was, seconded and passed.

Minutes drafted by MaryAnn Choy, Board Secretary

Approved by vote of Board on: April 4, 2011