



April 4, 2013

Dear Parents/Guardians and Staff of Yinghua Academy,

Before the close of the academic year, Yinghua Academy will hold School Board elections. These elections will take place at the Annual Meeting to be held this year on Monday, June 3, 2013, at 6:00 PM at Yinghua Academy. This letter serves as the official call for candidates. Please read through the information below, and mark your calendar to attend a special morning coffee dedicated to explaining the role of the School Board and answering any related questions on Friday, April 19 at 8:30 AM at the Kinder Campus: 1500 6th St. NE, Minneapolis, MN 55413.

Purpose of the School Board

The Board of Directors is the elected governing body of Yinghua Academy. The primary responsibilities of the Board are to develop the vision and uphold the mission of the school; to select, support, and evaluate a chief executive; to ensure effective planning and legal compliance; to set policy that will ensure the school's ongoing viability; and to oversee the short- and long-term fiscal health of the school.

Elected Board members serve a three-year term. The Board is a working board, with all members contributing and making the following commitments:

- Attend monthly board meetings, which typically occur on second Mondays at 6 PM
- Chair or serve on a board committee (Academic, Facilities, Finance, Governance)
- Spend, on average, 10-20 hours per month on board and committee work, including meetings

School Board Composition

There will be four seats up for election this year, as three director terms are expiring (Denny Grubish, Joel O'Malley, and Jen Shadowens), and there is one open seat. The board members mentioned in this paragraph are able to stand for re-election if they choose. Anyone with a strong interest in serving Yinghua Academy may run for the school board. The governance model requires at least one parent representative, one licensed teacher at Yinghua Academy, and one outside community member who is not a parent of a child at Yinghua nor employed at Yinghua, to serve on the school board. The current board is comprised of six parents, three community members, and one teacher.

The Yinghua Academy School Board relies on a diverse base of knowledge to provide good governance. Given the background and composition of the board members who will continue to serve on the board, particular critical needs for recruitment this year are individuals with experience in **finance** and **non-profit board leadership experience**. Also, licensed teachers at Yinghua and outside community members (neither a teacher nor parent/guardian of a student at Yinghua) are highly encouraged to seek a Board position. Note that non-teaching staff members of Yinghua are ineligible for board service according to Minnesota statute.

How to Learn More

It is recommended that potential candidates attend an upcoming Board meeting on April 15 or May 13 at 6 PM in the Yinghua Music Room. Potential candidates (and any member of the public) are also encouraged to attend the Board Retreat on Saturday, April 20 from 1-5 PM (location at Charter School Partners, 2800 University Ave. SE, Suite 201 in Minneapolis).

New this year, the School Board is co-hosting an event with the YACA Board for individuals interested in learning more about the two boards, the type of work they do, and their upcoming election cycles. The event will be held on Friday, April 19 at 8:30 AM at the Kinder Campus (1500 6th St. NE). Members of the board will give an introduction to board work as well as be available for one-on-one discussion. Individuals with backgrounds in **finance, non-profit boards, fundraising, and human resources** are highly encouraged to attend. This is a great opportunity to find out if you or someone you know would be a good candidate for the Yinghua Academy School Board or the Yinghua Academy Community Association Board.

How to Stand for Election

Please notify the Nominating Committee of your intent to stand for election by submitting the attached short form, the “2013 School Board Candidate Form,” with your interest statement no later than Tuesday, April 30. Information about all nominees will be shared with voters by May 3. Candidate information will be posted online and available through the school office. Ballots will be prepared and sent approximately one week prior to election. **All candidates are asked to make a public candidate statement at the Annual Meeting set for June 3 at 6:00 PM.**

Potential candidates may contact any current board member with questions, or approach the Nominating Committee members. The School Board Nominating Committee consists of Karen Calcaterra, Joan Brzezinski, Susan Peterson, and me (Karen Lu, Board Secretary, Governance Committee Chair, and Nominating Committee Chair). See contact information below.

Please consider running for the School Board; also think about the talented people you know who possess the neutrality, professional background, and leadership skills to steer Yinghua Academy into the future. Board members contribute their talents for the betterment of Yinghua, for the education of our children, and for the success of an innovative, well-regarded, and top-performing school. Their dedication of time and energy helps shape policy, helps support our Executive Director, and helps make impactful decisions that have a positive influence on the school.

Sincerely,

Karen Lu
Nominating Committee Chair
karen.lu@yinghuaacademy.org

Nominating Committee Members

Joan Brzezinski – Director of the U of MN Confucius Institute and China Center; Yinghua Parent
brzez001@umn.edu

Karen Calcaterra – Yinghua Grant Coordinator; YACA Treasurer; Yinghua Parent
karen@yinghuaacademy.org

Susan Peterson – Analytics & Insight Advisor to IBM Software Group; Yinghua Parent
suep11@hotmail.com



2013 School Board Candidate Form

Thank you for running for the Yinghua Academy School Board. Please submit your completed form by Tuesday, April 30, 2013, to the Nominating Committee Chair, Karen Lu, electronically (karen.lu@yinghuaacademy.org) or via the school office. This information will be shared with voters and posted on the Yinghua Academy website.

Candidate name: _____

I am a:

Parent or legal guardian of currently enrolled Yinghua student/s.

What grade is your child (or children) in?: _____

Licensed teacher currently employed at Yinghua Academy.

What do you teach? _____

Community member—neither a current student's parent nor a licensed teacher employed at the school.

What is your current affiliation/employment and role? (If retired, or listing a former role, please indicate).

Role: _____ Affiliation: _____

Please attach a one-page narrative about yourself addressing why you are interested in serving on the Yinghua Academy School Board, what attributes you bring to the position, and which issues facing the Board are of most interest to you. Because of the changing composition of the School Board and the changing needs of Yinghua Academy, if you have any background in skill areas of critical need – finance, non-profit board leadership experience, fundraising, or human resources – please include more information about your expertise in these areas.

Yinghua Academy does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation, age, family care leave status or veteran status.