

Yinghua Academy Board Meeting Minutes
Monday January 14th, 2008

Ms. Moeller called the meeting to order at 6:40 pm.

Board Members Present

Sandy Doubek, Cindy Moeller, Michael VanKeulen, Larry Yan, Doug Parish, Joe Yang, Luyi Lien

Board Members Not Present

Kristina Schatz, Margaret Wong, Clark Liu

Director In Attendance

Betsy Lueth

Visiting

Teachers from Yinghua Academy: Keri Norell (Fu Laoshi), Caiyun Zhou (Zhou Laoshi), Ping Peng (Peng Laoshi), Fangwen Yeh (Yeh Laoshi), Kailing Chen (Chen Laoshi), Jenessa Van Schooneveld, Naomi Mueller

Agenda

After a couple additions to the agenda, Mr. VanKeulen made a motion to approve the agenda.

Mr. Parish seconded the motion.

Motion approved unanimously.

Minutes from December 10th, 2007 Board Meeting

The board read and discussed the minutes of the meeting and made a few modifications.

Mr. Parish made a motion to approve the minutes from the 12/10/07 Yinghua Academy board meeting with the modifications.

Mr. Yang seconded the motion.

Motion approved unanimously.

Election of Officers

Mr. Parish is running for Treasurer, Ms. Moeller is running for Chairman of the Board, and Ms. Doubek is running for Secretary of the board.

Mr. VanKeulen made a motion to elect all three candidates to the officer positions.

Mr. Yan seconded the motion.

Motion approved unanimously.

Director's Report

- There are 45 applications during the first week of open enrollment for the kindergarten class in the 2008 - 2009 school year.
- Current enrollment:
 - 45 in Kindergarten
 - 43 in 1st grade
 - 25 in 2nd grade
 - 19 in 3rd grade
 - 18 in 4th grade

- Yinghua Academy is participating in the MAIN- Minnesota Advocates for Immersion Network event to help facilitate a small discussion for educators on both developing social language in the immersion setting and language production in early elementary.
- Yinghua Academy received the 2007 Finance Award from the MDE. This is great for the school to be recognized for good practices in finances.
- December 1st Federal Special Education reporting is accurate and complete.
- We added an AFS teacher – Jun Li who has joined Yinghua Academy for the remainder of the school year.

Old Business

Finance Report:

Mr. Parish handed out the December 2007 Financial Statements. We are now 50% through the school year for fund balance.

We have a solid cash position and are reviewing the possibility of bank consolidation so that we have one bank that is logistically closer to Yinghua Academy.

Audit Report:

Mr. Parish handed out the audit reports and will send a PDF to all board members for review and to Bob Kasten to keep on file on the website along with the narrative annual report. The audit report is submitted to MDE as part of the process.

As a follow-up to the audit practice report in December 2007, Mr. Parish has asked Judith Darling from Beltz Kez to attend the January 28th, 2008 Yinghua Academy board meeting to discuss some of the items listed in the audit practice report. Mr. Parish will be sharing with the board on the January 28th board meeting, a draft for soliciting a new auditor in 2008.

Facilities Report:

Ms. Moeller shared with the board an initiative with Mayor Coleman, the city of St. Paul and 4 other charter schools to build relationship with city of St. Paul to keep great charter schools in the city. Ms. Moeller will be submitting an outline on the facilities for Yinghua Academy the last week of January and will be attending the next meeting.

Mr. Yang presented the board with some information from colleague who is working on studying existing facilities for charter schools with a company that builds facilities that is leased to charter schools in Arizona and Utah. The company locates sites and develops the site, then leases to 501(c) 3's. Mr. Parish, Ms. Moeller and Ms. Lueth are open to learn more or meet to discuss this information further.

Ms. Lueth asked the board to work with facilities for the build-out of 2 walls, 2 windows and a door to accommodate the 2008-2009 school year.

YACA Report:

Ms. Doubek shared with the board the success of the YACA general membership meeting on January 12, 2008. There were approximately 30 parents in attendance; and the speaker was well received. YACA will be sending out a general survey to all parents in a few weeks as a follow-up to the meeting. YACA board meeting is Thursday January 15, 2008. The Great Gathering fundraiser has started and the Direct Drive fundraiser will start in February 2008.

Marketing Report:

Mr. VanKeulen updated the board on the marketing committee who is working on a marketing summary.

At the Service Learning Conference – Yinghua Academy will have a booth for both days and will ask for volunteers to work during the conference.

Yinghua Academy is signed up to work at the St. Paul book fair and is reviewing the possibility of having a booth at the FCC Chinese New Year Celebration event in February.

Mr. Yan shared with the board information on a Chinese New Year Celebration at Bethel College on February 9th, 2008. Hours are 9:30 am – midnight. The Twin Cities Chinese Dance Theatre organizes the event, which is the largest of the New Year events. Ms. Lueth will be reviewing the opportunity to participate; however Yinghua Academy is hosting an open house on this day as well.

Yinghua Academy has been invited to sing at CHSM on Thursday February 7th, 2008.

6th Grade and Beyond:

New Middle School –

Mr. Yang will be traveling to Milwaukee to visit the Milwaukee School of Language, which is a 6 – 12 school on Friday January 18th, 2008. The school has 4 languages and solicited the board for a list of questions or concerns to bring along.

Partnering with an Existing District or Charter School –

Mr. VanKeulen updated the board on Heidi Bernard's visit to YA. The St. Paul Public School system is interested in language immersion. Ms. Bernard was impressed with Yinghua Academy and discussed openly the possibility of building a partnership with the St. Paul Public School System either for a middle school or a high school.

Extending the Yinghua Charter to at least K-8th Grade –

Ms. Lueth is working on a model and will share with the board at the next meeting. Ms. Lueth is also getting information from the Chinese-American International School in San Francisco. Ms. Moeller reported that, if we going to apply for a charter to start a new middle school, we need to have people participate in the pre-application training, which is currently underway at MDE. May 6th is the deadline for applying for a new charter school for the 2009– 2010 school year.

New Business

Yinghua Academy Open Houses:

Ms. Moeller asked for board member participation for the upcoming open houses on January 26th and February 9th. The open houses have been successful with repeat individuals attending.

Adjourn

Mr. Parish made a motion to adjourn the meeting

Mr. Yang seconded the motion.

Meeting was adjourned at 8:22 pm.

Next Board Meeting date is Monday, January 28th, 2008, 6:30 pm.