



Elections are coming up this spring for both the **School Board** and the **YACA Board** (Yinghua Academy Community Association). Whether you're a voter or a candidate, please familiarize yourself with the two boards by reviewing the information below.

OVERVIEW OF EACH BOARD

	School Board	YACA Board
Summary	Yinghua is its own MN school district (#4140), so like any other school district or non-profit organization, it has its own governing board of directors. The board has primary responsibilities of selecting and supporting the Executive Director, ensuring the financial health of the school, ensuring effective planning (facilities, financial, strategic), and setting policy that will ensure the school's ongoing viability.	YACA is the parent-teacher organization (PTO) and manages the Yinghua Academy Foundation, which is a 501c3 entity. YACA works closely with the School Executive Director and the School Board to raise funds, organize volunteers, create community, recognize teachers, and plan events. YACA implements programs such as Art Adventure and Book Fairs, and coordinates special events such as Double-Ninth/Kite Festival, Chinese New Year, and the Lantern Festival Gala.
Main Categories of Work	Financial management Strategic planning Organizational governance Academic and program oversight	Event planning Fundraising Volunteer coordination Financial management
Areas of Greatest Need	Financial management experience Organizational leadership experience	Volunteer coordination Gala/Silent Auction Chair or Co-Chair Chinese New Year Chair or Co-Chair Financial management
Regular Meetings	2 nd Monday of each month, 6-8:30 PM	2 nd Thursday of each month, 6:30 – 8:30 PM
Expected Time Commitment	10-20 hours per month including meetings Chair or serve on a committee	5-10 hours per month



ELECTION DETAILS FOR EACH BOARD

	School Board	YACA Board
Election open to	Parents Licensed Teachers (by statute) Community Members	Parents Teachers
Candidacy Deadline	Submit biographical form and candidate statement via email by April 30 to: Karen Lu, Governance Committee Chair karen.lu@yinghuaacademy.org	Submit biographical paragraph describing interest in serving via email by May 10 to: Sara Cannon, YACA Communications Chair yaca-communications@yinghuaacademy.org
Election date	Candidates presented at Annual Board Meeting, Monday June 3; voting concludes later that week.	Candidates presented at General Membership Meeting, Thursday, May 16; voting concludes that night.
Term	3 year term	2 year term
Training provided	Ongoing training in governance, finance, and employment law required. Training funded by Yinghua. Must be started in first 6 months and renewed annually.	N/A

SCHOOL BOARD COMMITTEES

Another Great Volunteer Opportunity *Estimated Monthly Committee Commitment: 5 hours*

Committee	Purpose	Skills Required
GOVERNANCE	Projecting enrollment, managing policies, and recruitment, training, succession of leaders	Legal or non profit board experience, analytical skills, leadership skills
FUNDRAISING	Form a major gift program for Yinghua	Fundraising or communications experience
FINANCE	Oversee monthly and long term financial management of Yinghua	Financial management, risk management, auditing, negotiation