

Regular Meeting of the Yinghua Academy School Board
1616 Buchanan Street NE, Minneapolis, MN, Music Room
Monday, October 8, 2012, 6:00 PM
FINAL

Board Members in Attendance: Lou Bender (arrived 6:11 p.m.), Denny Grubish (Treasurer), Ruth Hansen, De Hanuman, Scott Jax, Rosemary Lawrence (arrived 7:19 p.m.), Karen Lu (Secretary), Joel O'Malley, Jen Shadowens (Chair), Seth Werner

Executive Director in Attendance: Mrs. Sue Berg

YACA Representative in Attendance: Sara Cannon

Public in Attendance: Justin Straub, Susan Peterson

I. CALL TO ORDER

Ms. Shadowens called the meeting to order at 6:03 p.m.

II. APPROVALS

a. 10/8/12 Agenda

Ms. Shadowens added VIII. Announcements.

The MOTION by Ms. Hansen to approve the agenda as amended was seconded and passed.

b. 9/10/12 Minutes

Mr. O'Malley made a minor edit.

The MOTION by Mr. O'Malley to approve the minutes as amended was seconded and passed.

c. 9/26/12 Minutes

Mrs. Berg asked for further information regarding the 1st Grade enrollment capacity. The board generally agreed that it would be useful to provide more context by referencing enrollment capacity set last year.

The MOTION by Mr. O'Malley to approve the minutes as amended was seconded and passed.

III. PUBLIC COMMENT

Mr. Straub, Yinghua parent, expressed concern that standards aren't set high enough and that there is a reduction of Chinese in the Middle School. Mrs. Berg and Ms. Shadowens to follow up.

IV. OPERATIONS

a. Dashboard Overview

Ms. Shadowens presented the Operations Dashboard (see Board Packet for details). Ms. Lu explained the enrollment chart, and historic and projected rates of student attrition. Questions and discussion followed.

b. Enrollment

Mrs. Berg presented the current enrollment of 504 students and noted that the addition of new students in Kindergarten, 1st grade, and 5th grade has been going smoothly. Mrs. Berg also commended the teachers and noted the board and administration's commitment to providing them support. Mrs. Berg asked for direction from the board regarding new applications. Mr. O'Malley noted that there is nothing stated in the statutes or Yinghua policy either prohibiting or precluding re-opening enrollment. Discussion followed.

c. Finances

Mr. Grubish presented the September financials and indicated that a Finances "At A Glance" page has been added to the monthly Financial Statement compiled by BKDA (see Board Packet for details). Mr. Grubish noted that Yinghua will require a line of credit in the amount of \$775,000 for FY 2014. Mr. Grubish also presented the possible adjustment to ADM and reallocation of FLAP funding to be discussed with BKDA on October 22. The status of a possible amendment to last year's audit is yet to be determined. Based on a recent meeting with Mrs. Berg and Ms. Topoluk from Friends, Ms. Shadowens emphasized that the board is responsible for Yinghua's finances.

Mr. Grubish and Ms. Lu will continue to work on the profitability-by-grade analysis with BKDA. Questions and discussion followed. See Board Packet for Finance Committee meeting minutes.

d. Facilities

Mr. Jax presented a facilities update to the board. Minneapolis Park and Recreation Board has agreed to vacate the adjoining building in January for Yinghua's expansion. Parks and Yinghua will jointly present future plans at an upcoming community meeting. Mr. Jax advised the board that Karl Jentoft is no longer with CSDC. Mr. Jax explained that although CSDC is generally retreating from Minnesota, Frank Riggs, CEO, and Michele Liberati, Executive Vice President of CSDC, reiterated their support, stating that they are pleased with Yinghua's academics and long-standing relationship. Ms. Shadowens indicated that CSDC will review Yinghua's plans and reaffirm their direction and amount of involvement by the end of the week.

Next steps for the Facilities Committee are to review the Land Use Application for submittal to the City of Minneapolis and to review architect proposals for recommendation to the board. Mr. Werner asked about the status of the Letter of Intent from CSDC. Ms. Shadowens clarified that an architect will not be hired until an LOI is signed and Yinghua is assured that pre-development costs will be covered. Ms. Shadowens and Mr. Jax will consult with Mr. Vang

regarding a contingency plan should CSDC decide not to continue their involvement with the expansion. See Board Packet for Facilities Committee meeting minutes.

V. ACADEMICS

a. Dashboard Overview

Dr. Lawrence noted that Academic Dashboard narratives would be provided and updated three times a year to align with school terms, while observations and meetings occur monthly. Dr. Lawrence also explained the challenge of presenting this information in a user-friendly manner. Mrs. Berg added that PowerSchool, when fully operational, will generate some of the Academic Dashboard data. Discussion followed.

VI. CULTURE & COMMUNITY

a. Dashboard Overview

Ms. Bender presented the Culture & Community Dashboard and requested feedback from the board. Mrs. Berg noted that the Added Value percentages for staff were too high relative to the number of positions available. The board discussed other measures for engagement. Mr. Werner noted that conference attendance for parents should be added to the dashboard. Ms. Bender advised the board that the SCC committee has been dissolved and members have been asked to consider other board committees.

b. Communications

Ms. Bender indicated that plans for communicating Core Values to stakeholders will primarily be the responsibility of the administration and Student Life. Additional SCC initiatives will be assigned as appropriate.

c. YACA Meeting Minutes – See Board Packet for details

d. YACA Liaison – The YACA board liaison was not discussed.

VII. EXECUTIVE DIRECTOR'S REPORT

Mrs. Berg presented the Executive Director's Report (see Board Packet for details). Mrs. Berg highlighted the Middle School retreat and Student Life interviews for leadership positions. Ms. Shadowens commended staff on their response to the suspicious package at the Kinder Campus.

VIII. ANNOUNCEMENTS

a. Open Board Seat - The Personnel Committee will review the board skills matrix to determine current board needs.

b. Chinese Heritage Foundation Open House - Ms. Shadowens presented the Chinese Heritage Foundation Open House invitation to the board.

- c. StarTalk - Mr. O'Malley will address questions concerning StarTalk A-110 and A-133 at the next board meeting.
- d. Professional Development Plans - The Personnel Committee will present professional development plans for Mrs. Berg and Dr. Lien at the November board meeting.
- e. Board Copy List - The board discussed updating the Board Copy List since some people are no longer part of the Yinghua community.

IX. ADJOURN

The MOTION made by Mr. Grubish to adjourn at 9:07 p.m. was seconded and passed.

Minutes drafted by Karen Lu, Secretary.

Approved by vote of Board on: November 12th, 2012