

Regular Meeting of the Yinghua Academy School Board
1616 Buchanan Street NE, Minneapolis, MN, Music Room
Monday, July 8, 2013, 6:00 PM
FINAL

Board Members in Attendance: Denny Grubish (Treasurer), Walt Graff, Scott Jax, Rosemary Lawrence, Karen Lu (Secretary), Suzanne Reider, Jen Shadowens (Chair), Seth Werner, Sarah Whiting

Board Members not in Attendance: Lou Bender, Ruth Hansen

Executive Director not in Attendance: Mrs. Sue Berg

YACA Chair not in Attendance: Christopher Brooks

Board Guests in Attendance: Jeremy Brewer, Sarah Henning

Public in Attendance: Maura Trout

I. CALL TO ORDER

Ms. Shadowens called the meeting to order at 6:00 p.m.

II. APPROVALS

a. 7/8/13 Agenda

The MOTION by Mr. Grubish to approve the agenda was seconded and passed.

b. 6/3/13 Minutes

The MOTION by Mr. Grubish to approve the minutes was seconded and passed.

c. 6/14/13 Minutes

Ms. Shadowens made an edit.

The MOTION by Mr. Grubish to approve the minutes as amended was seconded and passed.

d. 6/18/13 Minutes

Ms. Shadowens proposed edits. Discussion followed.

The MOTION by Mr. Grubish to approve the minutes as amended was seconded and passed.

e. Q Comp 2013 Annual Report

Ms. Henning, Yinghua's Q Comp Coordinator, addressed questions from the board regarding the Q Comp Annual Report (see Board Packet for details). Discussion followed. Ms. Whiting and Dr. Lawrence suggested edits to Question 5 on the third page.

The MOTION by Ms. Whiting to approve the Q Comp Report as amended was seconded and approved.

III. PUBLIC COMMENT

None.

IV. FACILITIES COMMITTEE UPDATE

Mr. Jax provided an update on expansion progress. Black Dew is currently waiting for a parks permit and the demolition permit. Schedule ramifications of the delay in acquiring permits are not fully known at this time. The first construction meeting will be held on July 10th. Final bids for subcontractor pricing are due July 12th. Questions and discussion followed.

V. FINANCE COMMITTEE UPDATE

Mr. Grubish provided an update on year-end financials. Mr. Grubish noted that Yinghua is expecting the remainder of holdback by July 15th and may need to access the line of credit in the amount of \$10,000-30,000. Lease aid has not been approved yet. Questions and discussion followed. Ms. Shadowens noted that the lease with CSDC terminated on July 25th and the new lease with Educational Properties began on July 26th.

VI. ROLE OF BOARD REVIEW/ORIENTATION

The MOTION by Mr. Grubish to recess at 6:40 p.m. was seconded and passed.

Ms. Shadowens called the meeting back to order at 6:45 p.m.

Ms. Shadowens presented a Role of the Board Review and Orientation that included organizational structure, key board partners, and board member responsibilities (see Board Packet for details). Additional information covered best practices of charter school boards as presented at the National Charter School Conference in June 2012. With respect to board evolution, Ms. Shadowens noted that Yinghua is on the cusp of "sustaining/maturity". Questions and discussion followed.

VII. ANNUAL GOALS DISCUSSION

Ms. Lu led discussion of Annual Goals. The final document will be submitted to Friends as Yinghua's Continuous Improvement Plan. The board added Annual Goals to address the expansion/ renovation project and "increasing community engagement through board communications". Additions to school management objectives included American classroom culture in the teaching staff professional development plan and "develop the school's point of view on character education".

VIII. DISCUSSION OF NEXT STEPS

Ms. Shadowens will review proposed changes to board meeting dates with individual members and finalize the board calendar. Ms. Shadowens noted that the Charter Contract renewal and Annual Report are both due September 1st. Ms. Shadowens, Mr. Grubish, and Dr. Lawrence will provide assistance to the administration in finalizing these documents. Discussion followed.

IX. ADJOURN

The MOTION made by Mr. Jax to adjourn at 8:36 p.m. was seconded and passed.

Minutes drafted by Karen Lu, Secretary.

Approved by vote of Board on: August 13th, 2013