

Regular Meeting of the Yinghua Academy School Board
1616 Buchanan Street NE, Minneapolis, MN, Special Ed Room
Monday, September 16, 2013, 6:00 PM
FINAL

Board Members in Attendance: Lou Bender, Walt Graff, Denny Grubish (Treasurer), Jan Kleinman, Karen Lu (Secretary), Suzanne Reider, Jen Shadowens (Chair), Sarah Whiting

Board Members not in Attendance: Scott Jax, Rosemary Lawrence, Seth Werner

Executive Director in Attendance: Mrs. Sue Berg

YACA Chair in Attendance: Dina Nash

Public in Attendance: Joel Luedtke, Susan Peterson, Nancy Lee, Ashley Bystrom, Steven Ogunro

I. CALL TO ORDER

Ms. Shadowens called the meeting to order at 6:08 p.m.

II. APPROVALS

a. 9/16/13 Agenda

Ms. Shadowens made a minor change.

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

b. 8/12/13 Minutes

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

c. Calcaterra Leave of Absence Request (Grades 4 and 7)

The MOTION by Ms. Whiting to approve the Calcaterra leave of absence request was seconded and passed.

d. Hill Leave of Absence Request (Grade 5)

The board discussed the Hill Leave of Absence Request (see Board Packet for details).

The MOTION by Ms. Bender to approve the Hill leave of absence request pending confirmation of an educational plan by the Academic Committee was seconded and passed.

e. Board Seats

Ms. Shadowens noted that per Yinghua Academy Bylaws, Seth Werner, a community member director, was removed from the board the date his child enrolled at Yinghua, August 29th, 2013. Ms. Shadowens then presented the Governance Committee's recommendation to appoint Seth Werner into the vacated seat as a parent director, effective 9/16/13-6/30/15.

The MOTION by Mr. Grubish to approve Mr. Werner's appointment to the board, as a parent director with the term as recommended, was seconded and passed.

Ms. Bender read a letter informing the board of her resignation effective at the end of the board meeting. Ms. Shadowens thanked Ms. Bender for her time on the board. The Governance Committee will bring a recommendation to the board for the open board seat.

Ms. Shadowens introduced Ms. Kleinman and welcomed her to the board.

f. Charter Contract Renewal Application

Ms. Shadowens presented the Charter Contract Renewal Application for approval. Questions and discussion followed.

The MOTION by Mr. Grubish to approve the Charter Contract Renewal Application as submitted to Friends on September 1 was seconded and passed.

g. 2012-13 Annual Report

Ms. Shadowens presented the final draft of the 2012-13 Annual Report for approval. Questions and discussion followed. The Annual Report will be posted to the website on October 1.

The MOTION by Ms. Whiting to approve the 2012-13 Annual Report with minor edits was seconded and passed.

III. PUBLIC COMMENT

Mr. Luedtke requested additional information regarding teacher retention from the 2012-13 school year, specifically teachers that took jobs with other schools. Mrs. Berg and Ms. Shadowens will follow up with Mr. Luedtke.

IV. 2013-14 SCHOOL YEAR OVERVIEW

Mrs. Berg presented highlights from the school year to date. Mrs. Berg addressed teacher retention and noted that all new CLA teachers attended both the summer STARTALK program for three weeks and professional development workshops for two weeks prior to the start of school. Mrs. Berg also noted that she is encouraged by the progress of the Futures Task Force in developing a dialogue with multiple high schools. Mrs. Berg expressed concern with enrollment, noting that the kindergarten waitlist has been exhausted with two open spots remaining, and 6th and 7th grade attrition is higher than projected. Questions and discussion followed. Board members were invited to a school visit on September 26 from 8:30-10:30 a.m.

V. FACILITIES COMMITTEE UPDATE

Ms. Lu provided an update on expansion progress. Pile driving will be completed on September 20 and the Facilities Committee will convene soon to discuss the scope of renovating the existing building. Questions and discussion followed. Mrs. Berg and Ms. Kleinman reported that the noise from pile driving was not a problem in the classrooms. Regular construction updates are being posted on the website.

VI. FINANCE COMMITTEE UPDATE

Mr. Grubish presented the final FY 2013 budget and noted that Yinghua ended the year in a much better position than expected, due in part to significant donations and an MDE grant in August that could be counted in the previous school year. The FY 2014 budget is currently still in flux and will be trued up in October. BKDA will meet with Mrs. Berg and Ms. Vanyo to discuss cutting expenses due to lower than projected enrollment. Mr. Grubish does not anticipate any serious concerns resulting from the annual audit.

VII. GOVERNANCE COMMITTEE UPDATE

Ms. Lu presented an update on Governance Committee work. The Governance Committee recommended the board review and approve proposed changes to the EFT Policy (YA-003), the Admissions and Lottery Policy (YA-010), and the 2014-15 Student Application, with the understanding that there will be further work undertaken on the Admissions and Lottery Policy. Mr. Grubish explained the revisions to the EFT Policy (see Board Packet for details).

The MOTION by Ms. Whiting to approve the revised EFT Policy was seconded and passed.

Ms. Lu presented the Governance Committee's recommended revisions to the Admissions and Lottery Policy and the 2014-15 Student Application. Dates for the Open Enrollment Period and 2014-15 Enrollment Lottery were proposed by the school administration.

The MOTION by Ms. Whiting to approve the revised Admission and Lottery Policy, 2013-15 Student Application, Open Enrollment Period, and Enrollment Lottery date was seconded and passed.

VIII. CONVERSATION ABOUT LISTENING, CONTINUED

Ms. Shadowens presented a summary of the board's ongoing discussion regarding staff, parent, and student feedback. Since the last board meeting, Dr. Lawrence and Mr. Werner, with input from Mrs. Berg, have worked to identify concrete actions to be implemented by the board. Dr. Lawrence outlined the suggestions which included inviting board members to the Chair's monthly meeting with the Executive Director, inviting board members to attend periodic school visits, installing a suggestion box for staff and parents, and holding separate listening sessions for staff and parents. Mrs. Berg suggested Dr. Lawrence lead the staff listening session at the October 9 staff meeting. The board discussed late October as appropriate timing for the first parent listening session of the year. Mrs. Nash proposed the YACA General Membership Meeting as a possible venue. Questions and discussion followed.

IX. ADJOURN

The MOTION made by Ms. Bender to adjourn at 8:03 p.m. was seconded and passed.

Minutes drafted by Karen Lu, Secretary.

Approved by vote of Board on: October 21st, 2013.