

Regular Meeting of the Yinghua Academy School Board
1616 Buchanan Street NE, Minneapolis, MN, Special Ed Room
Monday, October 21, 2013, 6:00 PM
FINAL

Board Members in Attendance: Walt Graff, Denny Grubish (Treasurer) (arrived at 6:10 p.m.), Scott Jax, Jan Kleinman, Rosemary Lawrence, Karen Lu (Secretary), Suzanne Reider, Jen Shadowens (Chair) (arrived at 6:10 p.m.), Sarah Whiting

Board Members not in Attendance: Seth Werner

Executive Director in Attendance: Mrs. Sue Berg

YACA Chair in Attendance: Dina Nash

Board Guest in Attendance: Matt Mayer (KDV)

Public in Attendance: Cindy Moeller, Mel Chaput, Danielle Bogucki

I. CALL TO ORDER

Ms. Lu called the meeting to order at 6:05 p.m.

II. APPROVALS

a. 10/21/13 Agenda

The MOTION by Ms. Whiting to approve the agenda was seconded and passed.

b. 9/16/13 Minutes

Ms. Kleinman made an edit.

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

c. Policy Review – Statutory Changes

Ms. Lu presented the Governance Committee's recommendation that redlines reflecting statutory changes in the following MSBA Model Policies be approved and adopted (see Board Packet for details):

205 OPEN MEETINGS AND CLOSED MEETINGS

210.1 CONFLICT OF INTEREST – CHARTER SCHOOL BOARD MEMBERS

406 PUBLIC AND PRIVATE PERSONNEL DATA

407 EMPLOYEE RIGHT TO KNOW – EXPOSURE TO HAZARDOUS SUBSTANCES

414 MANDATED REPORTING OF CHILD NEGLECT OR PHYSICAL OR SEXUAL ABUSE

417 CHEMICAL USE AND ABUSE

532 USE OF PEACE OFFICERS AND CRISIS TEAMS TO REMOVE STUDENTS WITH IEPs
FROM SCHOOL GROUNDS

The MOTION by Mr. Jax to approve and adopt redlined language in Yinghua Policy Nos. 205, 210.1, 406, 407, 414, 417, and 532 was seconded and passed.

III. PUBLIC COMMENT

None.

IV. FY 2013 AUDIT PRESENTATION

Mr. Mayer presented KDV's annual Communications Letter and Audited Financial Statements. Yinghua received a clean audit for the fiscal year ending June 30, 2013 following review of financial statements, internal controls, and legal compliance. Mr. Mayer called attention to continued growth in WADM, and deficits in the food service and community service funds. Questions and discussion followed.

V. FINANCE UPDATE

The September financial statements currently show an overall deficit in the working budget. There are deficits projected for both the food services and community services funds. Mr. Grubish noted that the administration recently met with BKDA to true up the budget, now resulting in a break-even FY 2014. In addition, a Fund 04 task force is working on fine-tuning the Enrichment and After Care programs. The Finance Committee will continue to consult with BKDA, Piper Jaffray, and KDV as it works on updating the budget.

Although enrollment is currently lower than projected in the original budget, Ms. Shadowens noted that the overall attrition rate is steady and in line with historical numbers. Information from last year's Intent to Return form and enrollment numbers in June 2013 resulted in the board and administration approving less conservative enrollment projections for the 2013-2014 school year than typical. Questions and discussion followed. Mr. Grubish noted that the budget re-cut will be presented at the November board meeting.

VI. FUNDRAISING

Ms. Shadowens noted that FY 2014 "Donations and Gifts" budgeted revenue has been kept deliberately low according to best financial planning practice. To address long-term fundraising needs, Ms. Shadowens has been meeting with Mrs. Berg, Mr. Grubish, Ms. Reider, Ms. Nash, Ms. Chaput, and Mr. Luedtke among others to discuss the need for and scope of a Development Committee. Conversations have included the possibility of retaining a fundraising consultant to assist with developing a strong campaign, undertaking prospect research, and strategizing introductions to targeted businesses and foundations. Several consulting firms have been interviewed and it was concluded that the amount of work would be similar to the strategic planning process from 2011. Questions and discussion followed.

With respect to short-term fundraising prospects, Give to the Max Day is the next scheduled Yinghua fundraiser. Because this is the last tight year financially before full-day kindergarten funding begins next fall, Ms. Shadowens suggested meeting with YACA to discuss the possibility of increasing this year's Give to the Max ask. Discussion followed. Mrs. Berg, Mr. Grubish, Ms. Lu, Ms. Nash, and Ms. Chaput offered to participate in follow-up conversations to discuss strategy.

VII. GOVERNANCE – OFFICER SUCCESSION

Ms. Shadowens expressed her desire to step down from the chair position at the end of the calendar year and noted Charter School Partners' recommendation that the board chair and CEO/Executive Director discuss and strategize board officer appointments for recommendation to the Governance Committee. Ms. Shadowens then presented the Governance Committee's recommendation to appoint Ms. Lu Chair-elect until the board officer elections in January to allow for a fourth quarter transition period.

The MOTION made by Ms. Kleinman to appoint Ms. Lu Chair-elect was seconded and passed.

Ms. Shadowens noted that she intends to remain on the board for the duration of her term. She called for board members to submit interest in Ms. Lu's current positions, Secretary or Governance Committee Chair.

VIII. ADJOURN

The MOTION made by Mr. Grubish to adjourn at 8:06 p.m. was seconded and passed.

Minutes drafted by Karen Lu, Secretary.

Approved by vote of Board on: November 19th, 2013.