

Regular Meeting of the Yinghua Academy School Board

1616 Buchanan Street NE, Minneapolis, MN, Room 201

Monday, January 13, 2014, 6:00 PM

Board Members in Attendance: Denny Grubish (Treasurer), Emily Hanson, Scott Jax, Jan Kleinman (departed at 7:05 p.m.), Rosemary Lawrence, Karen Lu (Secretary), Suzanne Reider, Jen Shadowens (Chair), Seth Werner, Sarah Whiting

Board Member not in Attendance: Walt Graff

Executive Director in Attendance: Mrs. Sue Berg

Academic Director in Attendance: Dr. Luyi Lien

YACA Chair in Attendance: Dina Nash

Public in Attendance: None

I. CALL TO ORDER

Ms. Shadowens called the meeting to order at 6:10 p.m.

II. APPROVALS

a. 1/13/14 Agenda

Ms. Whiting changed VII. DEVELOPMENT UPDATE to VII. RED ENVELOPE CAMPAIGN UPDATE.

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

b. 12/16/13 Minutes

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

c. Transportation Policy No. YA-709 (Approval)

The MOTION by Ms. Whiting to approve Transportation Policy No. YA-709 was seconded and passed.

d. Deposit Policy (Second Reading)

Ms. Lu made minor edits. Questions and discussion followed.

e. Nepotism Policy (Second Reading)

Mr. Grubish presented revised Nepotism Policy language. Questions and discussion followed. The board agreed to an additional edit.

f. 2014-2015 School Calendar

Mrs. Berg presented the proposed 2014-2015 School Calendar. Questions followed. Approval of the calendar was tabled until the February board meeting.

III. PUBLIC COMMENT

None.

IV. ENROLLMENT ITEMS

a. Intent to Return

Ms. Shadowens and Mrs. Berg noted that the Intent to Return form has not proven useful in past years, with response numbers not correlating with actual retention. In addition, this information is not directly related to the setting of enrollment capacity. Ms. Shadowens confirmed with Friends that Yinghua does not need to send out the Intent to Return form. Ms. Shadowens encouraged the board to provide feedback. Ms. Whiting suggested sending the form out later in the year. Questions and discussion followed. The board agreed to send the Intent to Return form out between spring break and parent/teacher conferences this year (mid-March to mid-April), with the staff/parent survey following in late April.

b. Approval of Capacity by Grade

Ms. Shadowens noted that capacity in recent years has been deliberately set low with automatic over-enrollment for current students. The board does, however, have the discretion to change capacity. Ms. Shadowens and Ms. Lu posed the question of raising capacity to allow for administrative decision-making regarding enrollment at middle school grades. Ms. Shadowens requested feedback from Mrs. Berg, Dr. Lien, and Ms. Kleinman. Mrs. Berg and Dr. Lien expressed interest in increasing capacity in the middle school grades. Questions and discussion followed.

The MOTION by Mr. Jax to approve the 2014/15 Capacity by Grade as follows: K-112, 1-112, 2-60, 3-60, 4-45, 5-45, 6-45, 7-30, 8-15, was seconded and not passed.

Further discussion followed.

The MOTION by Mr. Werner to approve the 2014/15 Capacity by Grade as follows: K-112, 1-112, 2-60, 3-60, 4-45, 5-50, 6-50, 7-30, 8-15, was seconded and passed.

c. Recruitment Update

Mrs. Berg provided an update of open enrollment applications to date and requested volunteers for the upcoming Charter School Fair.

Ms. Shadowens noted that the Governance Committee is working with Mrs. Berg to revise current Lottery Procedures. Questions and discussion followed. Mr. Werner volunteered to modify the Lottery Procedures to align with board discussion for Governance Committee review.

V. FINANCE UPDATE

Mr. Grubish noted that there were no significant changes.

VI. FACILITIES UPDATE

Mr. Jax outlined upcoming Facilities Committee work including review of the renovation alternate list and planning to accommodate summer programming. A letter will be sent to the community with an update regarding construction delays.

VII. RED ENVELOPE CAMPAIGN UPDATE

Ms. Whiting provided an update on the Red Envelope Campaign which will run from January 31 through February 14, with promotion beginning at the Chinese New Year performance. The goal is to raise \$25,000.

VIII. COMMUNICATION UPDATE

Mr. Werner noted that there will be an opportunity for board listening and communication at the upcoming YACA General Membership Meeting on February 18. YACA will also solicit questions, comments, and suggestions in their upcoming bi-weekly newsletter.

IX. YACA UPDATE

Ms. Shadowens called for individual board members to volunteer to attend April, May, or June YACA meetings.

Mr. Werner presented the CNY budget, comparing 2013 and 2014 expenses. Questions and discussion followed.

X. BOARD OFFICER ELECTIONS

Ms. Shadowens nominated Chair-Elect, Ms. Lu, for the Board Chair position.

The MOTION by Dr. Lawrence to elect Ms. Lu as Chair was seconded and passed.

Ms. Kleinman volunteered to serve as Board Secretary.

The MOTION by Dr. Lawrence to elect Ms. Kleinman as Secretary was seconded and passed.

Mr. Grubish expressed interest in continuing to serve as Board Treasurer.

The MOTION by Dr. Lawrence to elect Mr. Grubish as Treasurer was seconded and passed.

XI. ADJOURN

The MOTION made by Ms. Lu to adjourn at 8:55 p.m. was seconded and passed.

Minutes drafted by Karen Lu, Secretary.

Approved by vote of Board on: February 17, 2014.