

Regular Meeting of the Yinghua Academy School Board
1616 Buchanan Street, NE Minneapolis, MN Media Center
Monday, January 25, 2016
Yinghua Academy Media Center

Board Members in Attendance: Kimberly Gill, Denny Grubish (Treasurer), Emily Hanson, Rosemary Lawrence, Karen Lu (Chair), Joel Luedtke, Lisa Matre, Suzanne Reider, Amanda Schneider, Jen Shadowens, Sarah Whiting, Christopher Ziolkowski

Board Members not in Attendance: Seth Werner

Executive Director in Attendance: Sue Berg

YACA Chair in Attendance: Dina Nash

Public in Attendance: Ryan Kucera

I. CALL TO ORDER

Ms. Lu called the meeting to order at 6:03 pm.

II. APPROVALS (22 min)

a. 1/25/16 Agenda

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

b. 1/4/16 Special Meeting Minutes

The MOTION by Mr. Luedtke to approve the minutes was seconded and passed. Ms. Schneider abstained from the vote.

c. 12/14/15 Regular Meeting Minutes

The MOTION by Ms. Hanson to approve the minutes with amendments was seconded and passed. Ms. Schneider abstained from the vote.

d. Policy 418

The MOTION by Ms. Whiting to approve the policy as amended was seconded and passed.

e. Student Leave of Absence (20 min)

Mrs. Berg presented a student leave of absence request that exceeded one year, the maximum term allowed by Yinghua Policy YA-005. Discussion ensued. Ms. Shadowens

recommended that the Governance Committee, with input from the Executive Director and Academic Director, revisit the length of leave allowed in the policy.

The MOTION by Mr. Luedtke to approve the leave of absence for one year was seconded and passed.

III. PUBLIC COMMENT

None.

IV. PERSONNEL COMMITTEE UPDATE (5 min)

Ms. Hanson presented Ms. Berg's second quarter review that was focused on her progress towards Professional Development goals approved by the board. There was general discussion of the review.

V. GOVERNANCE COMMITTEE UPDATE (30 min)

a. Policy 004 (first reading)

Ms. Shadowens presented the third party use of the gym policy and the rental agreement that corresponds with the policy. Ms. Matre explained that the rental agreement was based on other local gyms that were used as a model. Mr. Ziolkowski commented that the agreement should match the wording of the policy. Discussion ensued regarding the policy and rental agreement. Ms. Shadowens stated that a second draft of the rental agreement form will be presented at the next board meeting.

b. Policy 404 (second reading)

General discussion about when and how often a background check needs to be conducted for volunteers. Governance committee will follow up for the next meeting.

c. Bylaws

The bylaws were tabled until the next board meeting.

V. FINANCE AND FACILITIES UPDATE (37 min)

a. Enrollment Projections

Mr. Grubish gave background information regarding past enrollment trends and presented enrollment projections for the upcoming years. Discussion ensued.

VI. EXECUTIVE DIRECTOR UPDATE (38 min)

a. 2016-17 Available Capacity

Mrs. Berg presented enrollment proposal for 2016-2017. There was general discussion about the available seats and the enrollment numbers.

The MOTION by Ms. Reider to approve enrollment with amendments to change capacity of third grade to 90 students was seconded and passed.

b. 2016-2017 Calendar

Ms. Berg presented the proposed 2016-2017 school calendar. Questions and discussion followed. Approval of the calendar was tabled until the February board meeting.

VII. BOARD OFFICER ELECTIONS (3 min)

Incumbent officers Karen Lu (Chair) and Denny Grubish (Treasurer) have expressed the desire to continue to serve. Kimberly Gill volunteered to serve as Board Secretary.

The MOTION by Ms. Reider to elect the board positions was seconded and passed.

VIII. GUIDANCE LETTER ON DISCRIMINATION AND HARASSMENT

The discussion on the guidance letter on discrimination and harassment was tabled until the next meeting.

IX. CHINESE NEW YEAR PERFORMANCE UPDATE (2 min)

Mrs. Berg gave a general update to the Chinese New Year celebration. Community board members will each receive two complimentary tickets to attend the performance.

The MOTION to adjourn at 8:40 PM by Ms. Shadowens was seconded and passed.

Minutes drafted by Kimberly Gill

Approved by vote of Board on 2/22/16