

Regular Meeting of the Yinghua Academy School Board
1616 Buchanan Street, NE Minneapolis, MN Media Center
Monday, February 22, 2016
Yinghua Academy Media Center

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

Board Members not in Attendance: Rosemary Lawrence, Suzanne Reider, Seth Werner

Executive Director in Attendance: Sue Berg

YACA Chair in Attendance: Dina Nash

Public in Attendance: Denise Miller (Friends of Education)

I. CALL TO ORDER

Ms. Lu called the meeting to order at 6:01 pm.

II. APPROVALS (41 min)

a. 2/22/16 Agenda

The MOTION by Mr. Grubish to approve the agenda with Development Update added was seconded and passed.

b. 1/25/15 Regular Meeting Minutes

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

c. Policy 404 Employment Background Checks (final reading)

Discussion ensued. It was recommended that administration provide training for volunteers (mandatory reporting, child abuse, etc.), and promote community among volunteers.

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

d. Policy 004 Gym Use by Third Party & Form (second reading)

There was general discussion regarding the wording of the policy. The school attorney revised the document, and the final version will be brought to the next meeting.

e. Policy 005 Student Leave of Absence (first reading)

Discussion ensued regarding the student leave of absence policy that was addressed at the previous board meeting. Governance committee presented changes to the policy,

which include a more detailed explanation of the process to request a leave and a clarification of the role of administration.

- f. Bylaws Amendment (first reading)
Discussion ensued regarding the board leave of absence criteria which currently can be requested for a period of up to one year. There was discussion about the distinction between open and closed meetings for committees. All committees, with the exception of the Personnel Committee, abide by open meeting requirements. The Personnel Committee, with the approval of Friends of Education, is exempt from this requirement for personnel issues.
- g. School Calendar 2016-2017
Mrs. Berg presented amended calendar based on discussion at January board meeting. Noted differences of the calendars were presented. There was general discussion regarding the changes to the calendar and recommendations were made regarding the wording of the days off.

Motion by Mr. Grubish to approval calendar subject to edits by the Executive Director was seconded and passed.

III. PUBLIC COMMENT

None.

IV. ACADEMIC UPDATE (16 min)

Mrs. Berg gave a presentation about the Accelerated Reader program highlighting its goal to grow reading comprehension skills. There was discussion regarding when students are allowed to take quizzes and how parents can help their children. It was recommended that further parental communication will help parents understand the new program.

V. DEVELOPMENT UPDATE (3 min)

Ms. Whiting gave an update about the Red Envelope Campaign. The school is under its goal at the time of the meeting, but it is still receiving donations.

VI. PERSONNEL UPDATE (9 min)

Ms. Hanson presented the timeline and process for Mrs. Berg's 2nd quarter evaluation.

VII. FINANCE/FACILITIES UPDATE (43 min)

Mr. Grubish presented a series of enrollment projections based on past and present attrition rates. Due to low attrition, Yinghua student enrollment is higher than originally projected. Mr. Grubish presented various scenarios of what can be done to manage the growth of the school; taking into account class size, number of sections per grade level, and building capacity. Discussion followed regarding the scenarios and the possible actions of the Board. The committee's recommendation is that the Board apply for a grant to examine expansion possibilities, continue to monitor enrollment, and revisit the scenarios in the fall of 2016.

VIII. GOVERNANCE UPDATE (27 min)

- a. Policy Language Alignment on Non-Discrimination (first reading)
Ms. Shadowens researched the language used in policies related to gender equality/sexual orientation and found five instances in policies where there were inconsistencies. Ms. Shadowens made changes so that the policy language is in alignment. Committee recommends that the Board include a consistent language of gender identity. It was recommended that the committee follow up with the school's attorney for further clarification if needed.
- b. Nominating Letter – Call for Candidates
There was discussion about the final draft of the nomination letter, including the particular recruitment goals of candidates. Lisa Matre was proposed as governance chair-elect.

IX. ADJOURN

Motion to adjourn by Ms. Shadowens at 8:20 PM was seconded and passed.

Minutes drafted by Kimberly Gill

Approved by vote of Board on March 21, 2016