

YINGHUA ACADEMY BOARD OF DIRECTORS

Regular Meeting Minutes

Monday, June 19, 2017 6:00 p.m.

Yinghua Academy Media Center

Board Members in Attendance: Lisa Matre (Chair), Amanda Schneider (Treasurer), David Mair (Secretary), Denny Grubish, Emily Hanson, Karen Lu, Rosemary Lawrence, Bo Liu, Mei Chen

Board Members Not in Attendance: Chris Ziolkowski, Joel Luedtke, Seth Werner, Shu-Mei Lai

Executive Director in Attendance: Sue Berg

YACA Representative in Attendance: None

Public in Attendance: None.

I. CALL TO ORDER

Ms. Matre called the meeting to order at 6:02 p.m.

II. APPROVALS (5 minutes)

a. 6/19/17 Agenda

Mr. Grubish recommended a minor edit.

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

b. 5/15/17 Regular Meeting Minutes

Minor edits were suggested by Ms. Hanson and Ms. Lu.

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

III. PUBLIC COMMENT

None.

IV. STAFF AND PARENT ANNUAL SURVEY REPORT (73 minutes)

Ms. Chen presented the results of the Teacher and Staff Survey and the Annual Spring Parent Survey. Discussion followed.

V. FINANCE / FACILITIES UPDATE (3 minutes)

Ms. Schneider summarized current financials. Expenditures are 88% for the year, revenues are at 92%. Fund balance projected to be at 31%.

VI. GOVERNANCE UPDATE (22 minutes)

a. Policy 501 – School Weapons Policy – Third Reading

Mr. Grubish presented the most recent edit of the Policy, with input from Yinghua Attorney, Amy Mace. Discussion followed.

b. YA – 005 Student Leave of Absence Policy – Second Reading

Mr. Grubish presented the changes to the Policy. Minor changes were suggested. Discussion followed.

VII. PERSONNEL UPDATE (12 minutes)

a. CEO/ED Performance Evaluation

Ms. Hanson summarized process of the evaluation of the Executive Director. Mrs. Berg requested input from the Board on how she can exceed expectations.

VIII. HOUSEKEEPING (14 minutes)

a. 2017-18 Meetings Calendar

Ms. Matre presented the proposed schedule for Board and Committee meetings for the 2017-18 academic year. Minor changes were suggested and discussed followed.

b. 2017-18 Committees

Ms. Matre shared the current version of the School Board Committees Summary Table and reminded board members that they are able to switch to a different committee, or join an additional committee, if they would like in the coming year. Some committees need additional members and all Board members are encouraged to seek out new members

IX. EXECUTIVE DIRECTOR REPORT (10 minutes)

a. Mrs. Berg summarized her Executive Director Report, shared staffing updates for the 2017-2018 school year, gave an update on this summer's China trip, and told

the Board that twenty students from our sister school in China will be visiting Yinghua Academy this summer. She also shared the 2017-2020 Strategic Plan - Long Form that she and Dr. Lien have been working on over the past few months. The Academic Committee has reviewed it and provided some feedback. It is a living document and will be updated continually as progress or adjustments need to be made.

X. ADJOURN

The MOTION by Ms. Hanson to adjourn at 8:21 p.m. was seconded and passed.

Minutes drafted by David Mair

Approved by vote of Board on: 7/17/17