

Regular Meeting of the Yinghua Academy School Board
1616 Buchanan St. NE, Minneapolis, Music Room
Monday, August 8, 2011, 6:00 pm
FINAL

Board Members in Attendance

Lou Bender, Ruth Hansen, Scott Jax, Taoyuan Li, Karen Lu, Abigail Pribbenow (Chair), Jen Shadowens (Secretary), Rosemary Lawrence, Kristin Swenson

Board Members Not in Attendance

Doug Parish (Treasurer), Ursina Swanson (Interim Executive Director)

Public in Attendance

Cindy Moeller, Karen Calcaterra (YACA Representative) Bobbi Jo Rademacher

I. CALL TO ORDER

Ms. Pribbenow called the meeting to order at 6:05 PM.

II. AGENDA APPROVAL

The MOTION by Mr. Jax to approve the proposed agenda with changes was seconded and passed.

III. PUBLIC COMMENT

Karen Calcaterra summarized her desire not to limit entry points into Yinghua.

IV. YACA REPORT

Karen Calcaterra stated the need for better answers to logistical questions that parents have this time of year (start time, class list, school supply list, bus schedule, before/after school care, enrichment, etc.)

V. BOARD APPROVALS

A. Minutes from Regular Meeting of the School Board, June 23, 2011

The MOTION by Ms. Bender to approve the July 18, 2011 minutes with a change was seconded and passed.

B. MDE Expansion Application

Distributed MDE Required Reporting chart summarizing information that Yinghua needs to provide annually. Ms. Moeller would like to thank everyone helping pull together the application. Much work still needs to be done before submitting the application.

The MOTION made by Mr. Jax to authorize Ms. Cindy Moeller, former Board Member, to draft the MDE Expansion Application and to submit to Friends of Education for their review by September 1 was seconded and passed.

C. Search firm for Executive Director

Board Chair Abigail Pribbenow received proposals from 3 search firms: Anne Rizzo, Cincinnati, and School Executive Connect.

The MOTION made by Ms. Shadowens to authorize Abigail Pribbenow to finalize the contract for Yinghua's executive director search with *Recruiting Strategies for NonProfit* at the proposed fee of \$20,000 plus all pre-approved expenses pending the following clarifications: that the search scope is broader than MN, includes candidates with education leadership experience, non profit leadership connections, and Chinese connections, extends the candidate warranty from 9 months to 1 year, and includes creative ways to minimize travel expenses was seconded and unanimously passed.

D. Resolution to move funds to cover lunch

The MOTION made by Mr. Jax to authorize transfer of funds from Yinghua's General Fund to the Food Service Fund to cover the deficit in the amount of \$11,833 was seconded and unanimously passed.

E. Conflict of interest statements solicited from board members who were not present on 7/18/11

Ms. Pribbenow summarized duties of a Board Member as dictated by the State of Minnesota – duty of care, duty of loyalty, duty of obedience. As part of duty of loyalty, all board members must state that they have no conflict of interest, regarding the specific language below:

- 1. An individual director is prohibited from serving as a member of the board if the individual, an immediate family member, or the individual's partner is an owner, employee or agent of, or a contractor with a for-profit or nonprofit entity with whom the school contracts, directly or indirectly, for professional services, goods or facilities.*
- 2. The school may not enter into a contract with a director, a director-related organization, an organization of which the director is a director, officer or legal representative, employee, or with any other entity with which the employee may have a material financial interest.*
- 3. No member of the board may participate in the selecting, awarding or administering of a contract if a conflict exists.*
- 4. The interested director may be present at a meeting to answer*

questions but shall exit for discussion and vote.

5. Employees and board members of the authorizer are ineligible to serve on the board.

Kristin Swenson stated no conflict of interest.

Lou Bender stated no conflict of interest.

VI. DISCUSSION

A. Limited entry points recommended by authorizer Friends of Education

Friends of Education strongly recommends that Yinghua limit entry points into the school because we are a Core Knowledge school, because success with the curriculum depends on expanding one's depth of study on a set of materials from year to year. Interim Executive Director Mrs. Swanson also recommends limiting entry points into the school because we are an immersion school, and as such, it is disadvantageous for both the teachers and fellow students to accommodate new language learners in an immersion program beyond K or possibly 1st grade.

Next steps:

- Need to clarify if students at a compatible Chinese level (i.e., native speaker or transfer from another Chinese immersion school) can transfer into a higher grade by testing in, as other immersion schools do.
- Need to clarify if we can make an exception for our current non-immersion classrooms (7th-8th grades).

VII. SCHOOL BOARD REPORTS

A. Chair

1. Routed 8/8 enrollment report
2. Distributed results from last year and this year's employee survey.
3. Described email from Ellen McVey (attorney) regarding MN Charter School Law changes made during special session

B. Treasurer – No report

C. Secretary – Needs bios from new board members for website

D. Committees

1. Personnel – All community waivers that are needed have been requested; workshops start 8/22 for all teachers; ongoing search for a few positions.

2. Facilities – Major work for coming academic year should be done by Aug. 11 (1 week past goal). Committee meeting on 7/27 with Mr. Kou Vang (broker) to establish guiding principles. Target facility is 38,000 sq. ft for second site (2012 – 2015) and 90 – 110,000 sq. ft. for consolidated site (2015 and beyond). Long term in

two sites typically is not an option for charter schools, though there may be some exceptions. We are applying for a facilities expansion through Friends and MDE to pursue a second site as an interim step in our facilities planning. Achieving a 20% fund balance is a national charter school benchmark for financially stable schools and will be important for the expansion application.

3. Marketing – No report.

4. Fundraising – Robin Monty will now be chairing this committee. Priority was determined to be raising funds to supplement teacher salaries. Conference call was had with KDV (auditor) regarding whether or not YA Foundation would need to be a component unit. It was decided it would not for the past year, since the amount raised by the Foundation (\$20,000) is not material to the school's consolidated financial statements.

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

Minutes drafted by Jen Shadowens, Board Secretary

Approved by vote of Board on: 8/29/11