

YINGHUA ACADEMY BOARD OF DIRECTORS

Regular Meeting Minutes

Monday, May 16, 2016, 6:00 PM

Yinghua Academy Media Center

Board Members in Attendance: Kimberly Gill (Secretary), Denny Grubish (Treasurer), Emily Hanson, Rosemary Lawrence, Karen Lu (Chair), Joel Luedtke, Lisa Matre, Jen Shadowens, Amanda Schneider, Seth Werner, Sarah Whiting (arrived 6:08), Christopher Ziolkowski

Board Members not in Attendance: Suzanne Reider

Executive Director in Attendance: Sue Berg

YACA Chair in Attendance: Dina Nash

Public in Attendance: David Mair, Mei Chen (arrived 6:10)

I. CALL TO ORDER

Ms. Lu called the meeting to order at 6:00 pm.

II. APPROVALS (9 min)

a. 5/16/16 Agenda

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

b. 4/18/16 Regular Meeting Minutes

The MOTION by Mrs. Matre to approve the minutes as amended was seconded and passed.

c. Policy YA-011 Employee Immigration

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

III. PUBLIC COMMENT

None

IV. FINANCE/FACILITIES REPORT (31 min)

a. Revised FY 2016 Budget

Mr. Grubish and Ms. Berg presented the revised FY2016 budget. Discussion ensued.

The MOTION by Mr. Luedtke to approve the revised FY2016 budget was seconded and passed.

b. Final FY 2017 Budget

There was discussion regarding the final FY2017 budget. It was discussed that there are plans to hire a school counselor, as well as additional staff and faculty to account for the growth of the school. There were questions regarding the use of available space and the projected attrition rate.

The MOTION by Mr. Luedtke to approve the final FY2017 budget was seconded and passed.

V. PARENT AND STAFF SURVEY (45 min)

Ms. Whiting presented the results of the parent and staff surveys. The data will be shared with parents and staff, and it will be also used for strategic planning purposes.

VI. GOVERNANCE REPORT (5 min)

a. Staff Leave of Absence Policy – First Reading

There was general discussion regarding the policy.

b. Policy Language Alignment on Non-Discrimination – Tabled

c. Board Survey Results - Tabled

VII. STRATEGIC PLANNING (7 min)

Ms. Hanson gave an update on the strategic planning progress. A steering committee of six people is being led by Anne Sturdivant, the strategic planning consultant hired by the board. Several meetings have been planned to gain input from parents, teachers, and staff in order to begin the strategic planning process.

VII. CLOSED SESSION (193 min)

The MOTION by Ms. Whiting to close the meeting was seconded and passed.

Discussion ensued regarding the performance evaluation of the Executive Director and salary recommendation for next year.

The MOTION by Ms. Shadowens to open the meeting was seconded and passed.

VIII. ADJOURN

The MOTION to adjourn at 10:51 by Ms. Shadowens was seconded and passed.

Minutes drafted by Kimberly Gill

Approved by Board on June 20, 2016

