

**YINGHUA ACADEMY BOARD OF DIRECTORS**

**Regular Meeting Minutes**

Monday, June 18, 2018, 6:00 p.m.

Yinghua Academy Media Center: 1616 Buchanan St NE, Minneapolis, MN 55413

**Board Members in Attendance:** Lisa Matre (Chair), Amanda Schneider (Treasurer), David Mair (Secretary), Cindy Bursell, Paul Haller, Shu-Mei Lai, Rosemary Lawrence, Bo Liu (arrived 6:10), Joel Luedtke, Jane Steiner, Chris Ziolkowski

**Board Members Not in Attendance:** Mei Chen, Brooke Darrah-Hage

**Executive Director in Attendance:** None

**Academic Director in Attendance:** Luyi Lien

**YACA Representative in Attendance:** Peter Fontaine

**Public in Attendance:** Nathan Bode

I. CALL TO ORDER

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

II. APPROVALS (6 minutes)

a. 06/18/18 Agenda

Ms. Matre suggested amending the agenda to include two student leave of absence requests, rather than one.

**The MOTION by Ms. Steiner to approve the agenda as amended was seconded and passed.**

b. 05/21/18 Regular Meeting Minutes

No changes were requested.

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

c. Student Leave of Absence

Dr. Lien summarized leave of absence requests for two students. One student will be out of state due to a parent one-year job contract. The student will be gone for her

7<sup>th</sup> grade year, and her parents have arranged tutoring for next year. The other student will be moving to Taiwan for their 5<sup>th</sup> grade year, and the family intends for the student to return to Yinghua Academy.

**The MOTION by Dr. Lawrence to approve the leave of absence requests was seconded and passed.**

d. 2018-19 School Board Calendar

Ms. Matre presented the proposed 2018-19 School Board meeting calendar.

**The MOTION by Mr. Leudtke to approve the calendar was seconded and passed.**

III. PUBLIC COMMENT (1 minute)

None.

IV. ACADEMIC REPORT (54 minutes)

Dr. Lien provided an academic report to the Board. Currently, the school has preliminary MCA test results, which will not be finalized until August.

Yinghua Academy scores remain high, and above the state average for MCA reading and math proficiency rates. Reading proficiency rates have gone down for 3<sup>rd</sup> grade students. Math proficiency tends to go down from elementary to middle school. Dr. Lien is studying results to determine the reasons for changes in proficiency rates.

Scores were also high in oral proficiency tests for Chinese for both elementary and middle school students. The school's long-term goal is for students to have the foundation that they can build on in order to reach superior levels of proficiency. Eight grade students remain well below the goal of 80% proficiency at the Advanced Mid proficiency rate. Dr. Lien is considering changing the goal, as it may have been overly ambitious.

Discussion followed.

V. FINANCE UPDATE (8 minutes)

Ms. Schneider summarized current financials, which are 92% complete for the 2017-2018 academic year. Expenditures are at 90% for the year, revenues are at 92%. Fund balance remains at 36%. The committed fund balance, approved at the last Board meeting, will be reflected in financial summaries going forward. Field trip expenses were higher than budgeted, but are offset by money collected in local/other revenue, where field trip fees are recorded. Miscellaneous services expenses were higher than expected,

due to hiring a new special education teacher. Local revenue was much higher than usual, due to field trip money, donations, YACA, and additional state money. Progress has continued on the plan for the new playground, in order to utilize the Fund 04 balance.

VI. GOVERNANCE UPDATE (3 minutes)

a. Board Seat Appointment

Dr. Haller reported that Ms. Chen is leaving the Board. Nathan Bode ran in this year's school board election, has previous board, budgeting, and finance experience, which would be an asset to our board. The Governance Committee recommends that Mr. Bode be appointed to serve the remainder of Ms. Chen's term through June 30, 2019.

**The MOTION by Dr. Lawrence to approve the appointment of Nathan Bode to the Board was seconded and passed.**

VII. PERSONNEL UPDATE (2 minutes)

Ms. Matre summarized the results of the closed meeting at the last Board meeting regarding the annual performance evaluation of Mrs. Berg.

VIII. STAFF, PARENT, AND STUDENT SURVEYS (33 minutes)

Mr. Luedtke updated the Board about the results of the School Climate Survey. The Alliance for the Study of School Climate (ASSC) has provided the raw data as well as a summary. Mr. Luedtke will speak directly with ASSC to provide a more detailed interpretation of the data at the next Board meeting. Overall, the school scored well. There was a difference in scores between teachers and students regarding social-emotional culture. There was also a difference between K-5 teachers and teachers of multiple grade levels. Discussion followed.

IX. HOUSEKEEPING (2 minutes)

a. Friends of Education Dinner and Boat Cruise, 8/23/18

Ms. Matre reminded the Board of an annual event that all Board members are invited to attend.

b. Thank You to Outgoing Board Members

Ms. Matre presented gifts to outgoing Board members Bo Liu and Chris Ziolkowski.

X. ADJOURN

**The MOTION by Mr. Ziolkowski to adjourn at 7:41 p.m. was seconded and passed.**

Minutes drafted by David Mair

Approved by vote of Board on: 7/23/18