

## **YINGHUA ACADEMY BOARD OF DIRECTORS**

### **Regular Meeting Minutes**

Monday, July 23, 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), Nathan Bode, Paul Haller, Rosemary Lawrence, Joel Luedtke, Annie Nelson, Jane Steiner, Cindy Bursell

**Board Members Not in Attendance:** Brooke Darrah-Hage, Shu-Mei Lai, Pamella Stommes

**Executive Director in Attendance:** Susan 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 (10 minutes)**

##### **a. 07/23/18 Agenda**

Ms. Matre requested adding a student leave of absence request to the approvals.

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

##### **b. 06/18/18 Regular Meeting Minutes**

No changes were requested.

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

##### **c. Student Leave of Absence Request.**

Mrs. Berg presented a student leave of absence request. One student's family has a work opportunity which would require the family to move for 1 year. The student would be entering 3<sup>rd</sup> grade and intends to return to Yinghua Academy for 4<sup>th</sup> grade. The family plans for their child to receive Chinese tutoring during the leave of absence. Discussion followed.

**The MOTION by Mr. Luedtke to approve the leave of absence was seconded and passed.**

III. PUBLIC COMMENT (0 minutes)

None.

IV. FINANCE UPDATE (10 minutes)

Ms. Schneider summarized current financials, which are 100% complete for the 2017-2018 academic year. The financial statements are preliminary, and not finalized yet. Expenditures are at 100%, revenues are at 101%. Days of Cash on Hand (currently 153) is expected to go down, as some expenses for the 2018-2019 year are front-loaded. Fund balance is now at 29%, as \$600K was placed in a committed fund balance. Fund 04 balance has gone down due to purchase of pianos and playground equipment. Local and Other revenue is significantly higher than budgeted due to fees for field trips and YACA. Discussion followed.

V. GOVERNANCE UPDATE (5 minutes)

a. Hennepin County School Recycling Grant Agreement Resolution

Ms. Matre updated the board on the application that Yinghua staff are working on to obtain a grant for recycling through Hennepin County. The goal is to reduce waste by increasing recycling, reducing use of disposables, and composting of organics.

**The MOTION by Ms. Schneider to approve the Hennepin County School Recycling Grant Agreement Resolution was seconded and passed.**

VI. STAFF, PARENT, AND STUDENT SURVEYS (71 minutes)

Mr. Luedtke updated the Board about the results of the School Climate Assessment Instrument (SCAI) which was administered by the Alliance for the Study of School Climate (ASSC). He summarized the methods of the survey, as well as the ASSC's interpretation of the results. Discussion followed. The Board will communicate the results to students, staff, and parents.

VII. HOUSEKEEPING (6 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. Board Summer Gathering on Saturday, August 25<sup>th</sup>

Ms. Matre reminded the Board of a gathering hosted by Ms. Schneider.

c. Friends of Education Charter Contract Renewal Process

Ms. Matre notified the Board that Yinghua Academy will need to apply for a new contract with our authorizer, Friends of Education, and the renewal application is due by September 1<sup>st</sup>.

VIII. EXECUTIVE DIRECTOR'S REPORT (1 minute)

Mrs. Berg summarized her most recent Executive Director's Report. She highlighted the resignation of four teachers, and she is interviewing new applicants to fill the positions.

X. ADJOURN

**The MOTION by Mr. Luedtke to adjourn at 7:45 p.m. was seconded and passed.**

Minutes drafted by David Mair

Approved by vote of Board on: 8/20/18