

YINGHUA ACADEMY BOARD OF DIRECTORS

Regular Meeting Minutes

Monday, May 20, 2019, 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 (arrived 6:08), Brooke Darrah-Hage (arrived 6:09), Shu-Mei Lai, Joel Luedtke, Paul Haller, Jane Steiner (arrived 6:10)

Board Members Not in Attendance: Rosemary Lawrence

Executive Director in Attendance: Susan Berg

YACA Representative in Attendance: Peter Fontaine

Public in Attendance:

I. CALL TO ORDER

Ms. Matre called the meeting to order at 6:05 p.m.

II. APPROVALS (3 minutes)

a. 5/20/19 Agenda

Ms. Matre presented the agenda. No changes were suggested.

The MOTION by Ms. Schneider to approve the agenda was seconded and passed.

b. 4/15/19 Regular Meeting Minutes

Ms. Matre presented the minutes for the March Board meeting. Two minor edits were suggested by Dr. Mair.

The MOTION by Dr. Haller to approve the minutes was seconded and passed.

c. Policies 526, 529, 609

Ms. Matre presented the policies. No changes were suggested.

The MOTION by Mr. Luedtke to approve Policies 526, 529, and 609 was seconded and passed.

III. PUBLIC COMMENT (1 minute)

Mr. Fontaine updated the Board about recent YACA events. Ying Fling was a success and raised \$35,000. There are new YACA board members including a new board chair.

IV. EQUITY TASK FORCE CONVERSATION CONTINUED (15 minutes)

Ms. Matre and Mrs. Berg updated the Board on efforts to address equity. Mrs. Berg contacted an author, Paul Gorski, with the Equity Literacy Institute and founder of EdChange: Building Equitable and Just Schools, Communities, and Organizations through Transformative Action. He offers workshops and trainings that range in price from \$5,000 to \$34,000. This may be an option to revisit. Other options are being explored. Dr. Haller suggested eliciting feedback from the community and have a publicly advertised meeting to help identify concerns, goals, and people who may want to work on the issue. This will likely have to begin next year, as the current academic year is ending soon.

V. FINANCE / FACILITIES UPDATE (20 minutes)

Ms. Schneider summarized the most recent committee meeting and current financial statement. The 2018-2019 fiscal year is 83% complete. Expenditures are at 85%, revenues are at 83%. Days of Cash on Hand is at 113 days. Fund Balance outside of the committed fund is at 29%. Yinghua Academy is reflecting a net surplus of \$35,748 through April. The committee did not recommend any changes to the budget. Yinghua and YBC exchanged money that was owed, as recommended by the Academy's accountant.

a. Proposed Facility Projects

Ms. Schneider notified the Board about proposed facility projects. Dan Carson, facilities manager, presented eight proposed projects to the committee. The number one priority was replacing the boiler. The boiler is old, inefficient, and heats only part of the building. YBC met and agreed to proceed with boiler replacement. Mr. Carson is getting bids and exploring the timing such a project. Other projects would be significantly more expensive, and include replacing the roof, updating bathrooms, and replacing windows. Mr. Luedtke requested having members of YBC attend a Board meeting and present regarding the financial arrangement between YBC and Yinghua Academy.

VI. GOVERNANCE UPDATE (13 minutes)

Ms. Matre notified the Board that per statute, any new Board member must start board training within 6 months and finish within 12 months. Two Board members who started

last year had not started their training and so are ineligible to serve. Therefore, there are two vacant Board seats to fill.

a. Board Seat Appointments

Dr. Haller presented three candidates as potential Board appointees: Cindy Moeller (community member), Suzanne Reider (parent), Cala Hefferan (parent). The committee recommended Ms. Moeller and Ms. Reider, based on past Board and committee experience.

The MOTION by Ms. Schneider to approve the appointment of Ms. Moeller and Ms. Reider for the remainder of the terms through June 2021 was seconded and passed.

VII. ACADEMIC UPDATE (7 minutes)

Ms. Darrah-Hage summarized the most recent Academic Committee meeting. The committee looked at the percentage of time spent in Chinese as students progress through middle school. Currently, middle school is falling below the stated goals of Chinese immersion. The administration is exploring ways to meet the goals. There is some difficulty due to state education standards.

VIII. OTHER ITEMS (25 minutes)

a. Charter Contract Renewal – Exhibit K

Ms. Matre updated the board on the charter contract renewal process with the authorizer, Friends of Education. All Board members who will be on the Board as of July 1, 2019 will need to sign the Statement of Assurances (Exhibit K). There are a number of contractual and Board obligations. Ms. Matre will email the document to all Board members to review.

b. Friends of Education Events

Ms. Matre notified the Board that Friends of Education awarded \$10,000 to Yinghua Academy at the dinner event at Parnassus Preparatory School. There is another dinner and cruise for all Friends of Education schools coming up in August.

c. Executive Director Update

Mrs. Berg summarized her most recent Executive Director Report. She highlighted that at a recent CELIN (Chinese Early Language & Immersion Network) conference, where she and Dr. Lien gave several presentations. She provided a brief that she co-authored for CELIN. Yinghua Academy has been asked to host the 2021 Chinese

Innovation Conference. She showed the Board that Yinghua Academy was featured in a book, 'Driven by Data 2.0,' but that on a graph the datasets were switched in error. Academic performances were at the end of last week. Graduates of Yinghua Academy will be going to 24 different high schools.

Ms. Schneider asked for clarification of the number of anticipated students next year.

IX. CEO/ED Performance Evaluation (74 minutes)

Ms. Matre requested closing the meeting as allowed by state law for personnel evaluation.

The MOTION by Dr. Mair to close the meeting for the CEO/ED Performance Evaluation was seconded and passed.

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

The MOTION by Mr. Luedtke to renew the CEO/ED contract and salary was seconded and passed.

X. ADJOURN

Ms. Matre concluded the meeting.

The MOTION by Dr. Mair to adjourn at 8:43 p.m. was seconded and passed.

Minutes drafted by David Mair

Approved by vote of Board on: 6/17/19