

YINGHUA ACADEMY BOARD OF DIRECTORS

Regular Meeting Minutes

Monday, February 24, 2020 6:00 p.m.

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

Board Members in Attendance: Amanda Schneider (Chair), Suzanne Reider (Treasurer), Nathan Bode (Secretary), Cindy Bursell (arrived at 6:07 pm), Brooke Darrah-Hage, Paul Haller, Kaishan Kong, Joel Luedtke, Lisa Matre, Cindy Moeller, Erica Rasmussen, Charles Robinson and Jane Steiner

Board Members Not in Attendance: None

Executive Director in Attendance: Susan Berg

YACA Representative in Attendance: Becky Wright

Public in Attendance: None

I. CALL TO ORDER

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

II. APPROVALS (6 minutes)

a. 2/24/19 Agenda

Ms. Schneider presented the agenda with an additional item to review Yinghua Academy's tax return.

The MOTION by Dr. Haller to approve the agenda as amended was seconded and passed.

b. 1/21/2020 Regular Meeting Minutes

Ms. Schneider presented the minutes for the January Board meeting. An edit was recommended by Ms. Moeller.

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

c. Policy Approvals

Ms. Schneider presented the following policies with no changes since the last meeting.

- i. 208 Development, Adoption, and Implementation of Policies
- ii. 205 Open Meetings and Closed Meetings
- iii. 210.1 Conflict of Interest – Charter School Board Members
- iv. 214 Out-of-State Travel by Board Members
- v. 407 Employee Right to Know – Exposure to Hazardous Substances

The MOTION by Ms. Moeller to approve the Yinghua Academy Policies 205, 208, 210.1, 214 and 407 was seconded and passed.

III. PUBLIC COMMENT (4 minutes)

Ms. Wright gave several updates on what YACA is working on. YACA is finalizing approvals of fund transfer between YACA and Yinghua Academy. They are planning the Spring Ying Fling fundraiser happening on May 2, 2020. The scholarship funds for 2020 Taiwan trip will be set aside for use on the 2021 trip. YACA meeting times will be changing from the afternoon to the evenings.

IV. FINANCE / FACILITIES UPDATE (11 minutes)

a. January Financials

Ms. Reider summarized current financials, which are 58% complete for the 2019-20 fiscal year. Expenditures are at 58%, revenues are at 59%. Fund Balance outside of the committed fund is at 24% with committed included it's at 31%. The committee is also looking into potential using the \$600,000 reserved fund balance this year due to changes in enrollment for kindergarten.

b. YBC Flow of Funds

Ms. Reider provided an explanation of the flow of funds for Yinghua Building Company to the Board.

V. DEVELOPMENT UPDATE (3 minutes)

a. Red Envelope Campaign Results

Mr. Luedtke gave an update on the Red Envelope fundraising campaign. Overall it was success with 243 gifts raising over \$60,500 with another \$4500 pledged. The number of donors was up over 80 over last year.

VI. ACADEMIC UPDATE (2 minutes)

Ms. Darrah-Hage provided information to Board about activities planned for each school grade level for the Chinese New Year performance. The plan helps provide a consistent experience for students at each grade level throughout their academic career.

VII. GOVERNANCE UPDATE (11 minutes)

a. Policy/Form Review – First Reading

i. 410 Family and Medical Leave

Dr. Haller presented the policy with minimal changes.

ii. 616 School district System Accountability

Dr. Haller presented the policy with minimal changes.

Dr. Haller gave an update on the upcoming School Board election. There are 4 open seats this during upcoming election. The application process is currently open for interested candidates.

Dr. Haller also requested any board members who have not completed the Board survey to do so as the Governance committee will be reviewing at their next meeting.

VIII. EXECUTIVE DIRECTOR REPORT (35 minutes)

Ms. Berg summarized her most recent Executive Director's Report. Open enrollment for 2020-2021 school year closed on February 21, 2020. There was a total of 238 applicants and the lottery will be held at 10:00 AM this Saturday February 29th. This year's summer trip to Taiwan was cancelled due to the coronavirus pandemic. The school plans to offer trips to both China and Taiwan the summer of 2021.

Ms. Beg also gave an update on equity. The school is using a framework presented in a book titled "Building Equity" which has 5 levels of equity. The school has defined detail actions for each of the levels. There is an upcoming workshop on Equity. There were also updates on project-based learning that is happening during term two and a summary overview of how Title 1 funds are used by the school to support MCA prep activities.

IX. BOARD & COMMITTEE MEETING SCHEDULE – 2020/2021 (3 minutes)

Ms. Schneider requested the committee chairs to review their committee schedule for the upcoming school year. Any changes to the current schedule should try to avoid Thursdays which often has conflicts with other school activities.

X. TAX RETURN (3 minutes)

Ms. Schneider presented Yinghua Academy's most recent Form 990 tax return. There was a recommendation for Board members to review before the March Board meeting. Official approval will be requested at that meeting.

XI. ADJOURN

Ms. Schneider concluded the meeting.

The MOTION by Ms. Matre to adjourn at 7:18 p.m. was seconded and passed.

Minutes drafted by Nathan Bode

Approved by vote of Board on: 3/23/2020