

YINGHUA ACADEMY BOARD OF DIRECTORS

Regular Meeting Minutes

Monday, May 18, 2020 6:00 p.m.

Zoom Meeting: <https://zoom.us/j/93891830969>, Meeting ID: 938 9183 0969

Board Members in Attendance: Amanda Schneider (Chair), Suzanne Reider (Treasurer), Nathan Bode (Secretary), Cindy Bursell, 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: Dr. Lien, Eric Foster, Abigail Pribbenow, Anita Birmingham, Erica Drake, Helena Pikus Li, Vanessa Beckett, Emily Subialka, and Sara Kieffer

I. CALL TO ORDER

Ms. Schneider called the meeting to order at 6:04 p.m.

II. APPROVALS (6 minutes)

a. 5/18/2020 Agenda

Ms. Schneider presented the agenda.

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

b. 4/20/2020 Regular Meeting Minutes

Ms. Schneider presented the minutes for the April Board meeting. Minor edits were recommended by Ms. Darrah-Hage and Ms. Berg.

The MOTION by Ms. Moeller to approve the minutes as amended was seconded and passed.

c. 4/23/2020 Annual Meeting Minutes

Ms. Schneider presented the minutes for the Annual Board meeting. Minor edits were recommended by Ms. Matre.

The MOTION by Ms. Bursell to approve the minutes as amended was seconded and passed. Ms. Reider, Mr. Luedtke, Mr. Robinson and Ms. Steiner abstained.

III. FINANCE / FACILITIES UPDATE (23 minutes)

a. April Financials

Ms. Reider summarized current financials, which are 83% complete for the 2019-20 fiscal year. Expenditures are at 84%, revenues are at 84%. There is currently a net loss of \$41,633. There is expected to be some additional revenue for distance learning from the CARE Stimulus act. However, there is a loss in bussing revenue from those outside the district and from food fund as the staff is still being paid.

b. 2020/2021 Budget for Approval

Ms. Reider summarized the 2020-2021 budget. The budget is developed based on conservative assumptions including a student enrollment of 845 and no YACA donation amount. The budget assumes a 2% revenue increase from the Minnesota Department of Education (MDE). Fund 04 has a lower revenue amount due to changes in the study abroad trip. The budget keeps the Fund Balance at 30%.

The MOTION by Ms. Moeller to approve the Yinghua Academy Fiscal Year 2020-2021 Budget was seconded and passed.

IV. EXECUTIVE DIRECTOR UPDATE (30 minutes)

Ms. Berg provided an update regarding the recent Parents' Survey. There were 453 responses to the survey and over 80 pages of comments. The survey responses were categorized by kindergarten, grades 1-2, 3-4, 5-6 and 7-8. There were many positive comments including the ability for students to see their teachers each day, student's self-management skills and the structured schedule. Several changes were implemented including shortening the school day and ensuring tasks were done within the school day hours. There were also suggestions the school may consider if distance learning is required to continue in the fall including number of applications used and parent training of the applications.

Ms. Berg provided background on the grading policy for third term. The school used MDE and P20 Educational Partnership guidelines in developing the grading policy. The guidance given to Yinghua teachers is a student's effort and participation should carry the most weight.

V. GOVERNANCE UPDATE (16 minutes)

Dr. Haller gave an update on the most recent School Board Election results. There were 168 total ballots with 158 electronic and 10 by mail. The turnout for this year's election was around 11% of eligible voters.

Dr. Haller briefed the Board on orientation plans for new Board Members. This year each Committee Chair will talk with new Board members as part of their orientation. A recommendation was made by Ms. Rasmussen to have the new Board Members learn Robert's Rules of Order.

Dr. Haller asked for questions regarding policies up for first and second reading. Ms. Matre was to send Dr. Haller some recommended changes.

a. Policies – 2nd readings

- a. 410- Family and Medical Leave
- b. 616- School District System Accountability

b. Policies – 1st readings

- a. 413- Harassment and Violence
- b. 506- Student Discipline
- c. 514- Bullying Prohibition
- d. 522- Student Sex Nondiscrimination
- e. 524- Internet Acceptable Use and Safety
- f. 524- form for Internet Acceptable Use and Safety
- g. 532- Use of Peace Officers and Crisis Team
- h. 709- Student Transportation Safety

VI. COMMITTEE AND BOARD MEETING CALENDAR 2020-2021 (2 minutes)

Ms. Schneider presented the Yinghua Academy School Board Calendar for 2020-2021

VII. PUBLIC COMMENT (6 minutes)

Ms. Wright provided a few updates regarding YACA. The YACA general meeting is tomorrow at 6. They are looking for candidates for YACA board. YACA will be sharing donations and appreciation with the Yinghua staff later this week.

There were questions regarding the last day of the school for this academic year and student email addresses. The last day of school is Thursday, June 4th with the material

drop planned for Friday, June 5th. Student email will continue to stay active during the summer months.

VIII. PERSONNEL COMMITTEE - (87 minutes)

Executive Director Performance Feedback

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

The MOTION by Ms. Darrah-Hage to open the meeting was seconded and passed.

IX. ADJOURN

Ms. Schneider concluded the meeting.

The MOTION by Ms. Matre to adjourn at 8:54 p.m. was seconded and passed.

Minutes drafted by Nathan Bode

Approved by vote of Board on: 6/15/2020