

**YINGHUA ACADEMY BOARD OF DIRECTORS**

**Regular Meeting Minutes**

Monday, June 15, 2020 6:00 p.m.

Zoom Meeting: <https://zoom.us/j/93608356005>, Meeting ID: 936 0835 6005

**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 and Charles Robinson

**Board Members Not in Attendance:** Jane Steiner

**Executive Director in Attendance:** Susan Berg

**YACA Representative in Attendance:** Becky Wright

**Public in Attendance:** Dr. Lien, Abigail P, Ai-Ai Lin (left at 6:39 p.m.), Pamella Stommes (left at 6:39 p.m.), Eric Foster, Joel O'Malley, and Mimi Black

I. CALL TO ORDER

Ms. Schneider called the meeting to order at 6:01 p.m.

II. APPROVALS (5 minutes)

a. 6/15/2020 Agenda

Ms. Schneider presented the agenda with an additional agenda item for an Academic Update.

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

b. 5/18/2020 Regular Meeting Minutes

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

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

III. Q COMP UPDATE (33 minutes)

Ms. Berg gave an introduction on the background of the Quality Compensation (Q Comp) program at Yinghua Academy. Pamella Stommes and Ai Ai Lin who are both

teachers at Yinghua Academy provided a summary of the Q Comp 2019-2020 End of Year Annual Report. The Q Comp Annual Report must be submitted to the school board annually by June 15. The overall recommendation is to continue Q Comp program in the benefit of the whole teaching staff's development and providing students a successful learning environment.

IV. FINANCE / FACILITIES UPDATE (6 minutes)

a. May Financials

Ms. Reider summarized current financials, which are 92% complete for the 2019-20 fiscal year. Expenditures are at 91%, revenues are at 91%. There is currently a net loss of \$39,618. Minnesota Department of Education (MDE) will be providing distance learning funding per the CARES Act. The plan is to keep the money in Fund 01 and draw upon it in the next fiscal year. The Finance Committee will have discussions later this summer with Yinghua Building Corporation (YBC) later this year regarding facility expenses.

V. GOVERNANCE UPDATE (7 minutes)

Dr. Haller gave an update regarding the three new board members who will be starting next month. He also gave a brief update on each of the policies below.

a. Policies – 3<sup>rd</sup> Readings

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

b. Policies – 2<sup>nd</sup> 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

**The MOTION by Mr. Luedtke to approve the Yinghua Academy Policies 410 and 616 was seconded and passed.**

VI. ACADEMIC COMMITTEE UPDATE (26 minutes)

Ms. Darrah-Hage gave an update regarding planning guidelines from MDE for the start of the school in the fall. MDE is requiring schools plan for three options: 1) traditional school, 2) continuation of distance learning and 3) a hybrid combination of in-school and distance learning. MDE will announce the option that schools must implement the week of July 27<sup>th</sup>.

Ms. Berg provided additional background on the planning process. The hybrid approach would require the most planning as the school has experience with the other two options. The school will consider several hybrid options during the planning process the summer.

There was discussion about changing the dates of upcoming Board meetings or adding additional meetings to review the fall plan. It was decided to leave the meetings as scheduled until guidance is provided by MDE.

VII. EXECUTIVE DIRECTOR UPDATE (6 minutes)

Ms. Berg provided a few additional updates in addition to the Academic Committee update. Dr. Lien, Mr. Brewer and Ms. Berg delivered a 'Celebration in a Box' to each graduating 8<sup>th</sup> grader on June 2<sup>nd</sup> and 3<sup>rd</sup>. There were 65 teacher performance reviews completed live over Zoom. On June 17<sup>th</sup> there will be 820 third term report cards sent out.

VIII. OTHER MATTERS – BOARD TERM COMPLETION AND CALENDAR 2020-2021 (9 minutes)

Ms. Schneider presented the latest Yinghua Academy School Board Calendar for 2020-2021 with changes to align committee meeting with events.

**The MOTION by Ms. Darrah-Hage approve the 2020-2021 Yinghua Academy School Board meetings calendar was seconded and passed.**

Ms. Schneider and Mrs. Berg thanked outgoing Board members for their service.

IX. PUBLIC COMMENT (1 minutes)

None

X. PERSONNEL COMMITTEE (54 minutes)

Executive Director Compensation and Contract

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

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

**The MOTION by Ms. Moeller to renew the CEO/ED contract and salary was seconded and passed.**

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

XI. ADJOURN

Ms. Schneider concluded the meeting.

**The MOTION by Ms. Darrah-Hage to adjourn at 8:28 p.m. was seconded and passed.**

Minutes drafted by Nathan Bode

Approved by vote of Board on: 7/20/2020