

YINGHUA ACADEMY BOARD OF DIRECTORS

Regular Meeting Minutes

Monday, September 21, 2020 6:00 p.m.

Zoom Meeting: <https://zoom.us/j/96952244187>, Meeting ID 969 522 44187

Board Members in Attendance: Amanda Schneider (Chair), Suzanne Reider (Treasurer), Nathan Bode (Secretary), Cindy Bursell, Eric Foster, Brooke Darrah-Hage, Paul Haller, Joel Luedtke, Cindy Moeller, Joel O'Malley, Evan Owens, Erica Rasmussen and Charles Robinson

Board Members Not in Attendance:

Executive Director in Attendance: Susan Berg

YACA Representative in Attendance: Vanessa Beckett

Public in Attendance: Abigail Pribbenow

I. CALL TO ORDER

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

II. APPROVALS (16 minutes)

a. 9/21/2020 Agenda

Ms. Schneider presented the agenda

The MOTION by Mr. Luedtke to approve the agenda was seconded and passed.

b. 8/17/2020 Regular Meeting Minutes

Ms. Schneider presented the minutes for the August Board meeting. Minor Edits were recommended by Ms. Berg.

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

c. 8/11/2020 Special Meeting Minutes

Ms. Schneider presented the minutes for the Special Board meeting. Minor Edits were recommended by Ms. Berg.

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

III. FINANCE / FACILITIES UPDATE (8 minutes)

a. August Financials

Ms. Reider summarized current financials, which are 16% complete for the 2020-21 fiscal year. Expenditures are at 15%, revenues are at 15%. There is currently a total net loss of \$86,208 across all funds. The Q Comp actual expense is near the yearly budget amount as it is paid out early in the school year. The school is expecting additional revenue from the CARES act. Fund 04 is being watched to break even. Currently there is a max of 100 kids in aftercare and it requires sign up a month in advance to match students with staff.

IV. GOVERNANCE UPDATE (11 minutes)

Dr. Haller recommend passing the four Polices and one Form up for their 3rd readings.

a. Policies – 3rd Readings

- a. 419 – Tobacco Free Environment
- b. 417 – Chemical Use and Abuse
- c. 501 – School Weapons Policy
- d. 406 – Form – Public and Private Personnel Data
- e. 406 – Public and Private Personnel Data

The MOTION by Ms. Moeller to approve the Yinghua Academy Policies 419, 417, 501, 406 and Form 406 seconded and passed.

Dr. Haller presented background information on Minnesota Open Meeting laws. The law includes requirements that meeting minutes are published in advance and the votes are recorded in a journal. The Board decided that votes will be documented in future meeting minutes.

Dr. Haller presented policies for first readings. The Governance Committee recommends eliminating Policy YA 008 policy which is now cover by Policy 722.

b. Polices – 1st Reading

- a. 616 - School District System Accountability

- b. YA 008 - Data Practices
- c. 722 - Public Data Requests

The MOTION by Ms. Reider to abolish the Yinghua Academy Policy YA 008 was seconded and passed.

V. DEVELOPMENT COMMITTEE UPDATE (16 minutes)

Mr. Luedtke provided an update on the Fall Fund Raising Campaign. The Development Committee and YACA jointly perceived a need for fundraising and decided to act as soon as school started. This is in response to the financial needs of the simultaneous Hybrid and Distance Learning activities currently being offered by the school. Letters will be sent out with telephone call follow-ups. The expectation is the letter will be mailed out later this week.

The campaign is planned for 3 week ending October 15, 2020. The funds will run through YACA with the first \$50,000 raised being split between the school and YACA. Any additional funds raised above \$50,000 will go to the school.

VI. PERSONNEL COMMITTEE UPDATE (3 minutes)

Ms. Moeller provided a few updates from the Personnel Committee. Ms. Berg and Dr. Lien attended training through the Equity Literacy Institute. The committee will be reviewing their calendar of tasks which includes discussing development goals for the school year. The committee will also be discussing staff appreciation at their next meeting.

VII. ACADEMIC COMMITTEE UPDATE (3 minutes)

Ms. Darrah-Hage offered a brief update from the Academic Committee. The Kindergarten minicamp before school started provided good practice for the school's new safety procedures.

VIII. EXECUTIVE DIRECTOR UPDATE (28 minutes)

Ms. Berg summarized her most recent Executive Director's Report. The most important update is it has been a positive experience regarding the return to school for the academic year. The school has been doing everything they can to keep everyone safe. There are currently 852 students enrolled with 628 in Hybrid model and 224 Distance model. The kindergarteners have the highest overall percentage of students in the Hybrid Model.

There have been questions relating to what to do if a student or staff member needs to quarantine. A student in a Hybrid model can temporarily join the Distance Learning to

be able to attend 2 live days a week. This new process will be monitored in the coming weeks. Several events have turned to virtual format including meet your teacher and curriculum night. A first term calendar will be published instead of the full school year due to the many unknowns at this time. There is continued discussion on Social Justice ideas. YACA has partnered with the school to purchase books for different grade levels on this topic.

IX. PUBLIC COMMENT (3 minutes)

None.

Ms. Schneider requested Board members to sign up for one of the YACA meetings during the next school year.

X. ADJOURN

Ms. Schneider concluded the meeting.

The MOTION by Mr. Luedtke to adjourn at 7:30 p.m. was seconded and passed.

Minutes drafted by Nathan Bode

Approved by vote of Board on: 10/19/2020