

YINGHUA ACADEMY BOARD OF DIRECTORS

Regular Meeting Minutes

Monday, October 19, 2020 6:00 p.m.

Zoom Meeting <https://zoom.us/j/93890833327>, Meeting ID 938 908 33327

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: None

Executive Director in Attendance: Susan Berg

YACA Representative in Attendance: Vanessa Beckett

Public in Attendance: Abigail Pribbenow and Barbara Knott

I. CALL TO ORDER

Ms. Schneider called the meeting to order at 6:03 p.m.

II. APPROVALS (10 minutes)

a. 10/19/2020 Agenda

Ms. Schneider presented the agenda with an addition for a first policy reading in the Governance Committee update. Ms. Berg clarified it was the Stay Safe Dragon Fall Fundraiser in the Development Committee update.

The MOTION by Ms. Darrah-Hage to approve the agenda was seconded and passed. Mr. Owens abstained.

b. 9/21/2020 Regular Meeting Minutes

Ms. Schneider presented the minutes for the September Board meeting. Minor Edits were recommended by Ms. Berg, Mr. Foster, and Ms. Bursell.

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

III. FINANCE / FACILITIES UPDATE (11 minutes)

a. September Financials

Ms. Reider summarized the current financials, which are 25% complete for the 2020-21 fiscal year. Expenditures are at 23% and revenues are at 22%. There is currently a total net loss of \$51,086 across all funds. The revenue amount has not been taken into the CARES and CRF funds. The committee is planning a larger than anticipated loss in Fund 02 as not as many lunches are being ordered.

The audit for last year is about finalized. Last year budget's preliminary loss was \$115,000. The actual loss for last year was \$245,659. This change in loss amount is primarily due to lower revenue amount from lower enrollment.

Ms. Reider explained how the Board needs to approve a transfer from Fund 01 to Fund 02 in the amount \$2,915. This transfer is to cover the food service loss in Fund 02.

The Motion by Eric Foster to move \$2,915 from Fund 01 to Fund 02 was seconded and passed.

Ms. Berg mentioned the most recent financial audit went well.

IV. GOVERNANCE UPDATE (3 minutes)

Dr. Haller mentioned the 3 policies up for a second reading have had no changes since the last Board meeting. The first reading policy on Employment Background Checks was sent to the Board due to a few minor changes.

a. Policies – 2nd Reading

- a. 616 - School District System Accountability
- b. YA 008 - Data Practices
- c. 722 - Public Data Requests

b. Policies – 1st Reading

- a. 404 – Employment Background Checks

V. DEVELOPMENT COMMITTEE UPDATE (11 minutes)

Mr. Luedtke provided update on the Stay Safe Dragon Fall Fundraiser. The fundraiser was extended by a week until this Thursday, October 22nd. Currently there is around \$55,000 raised with the hope to raise \$100,000. There was discussion around the details on how the money is raised and split between YACA and Yinghua Academy.

Mr. Luedtke explained the Development Committee is still planning to participate in Give to Max on November 19th. The committee is planning to make it more of a social activity with Zoom calls including parents and students. This effort will be coordinated in more detail with YACA.

VI. PERSONNEL COMMITTEE UPDATE (8 minutes)

Ms. Moeller provided a few updates from the Personnel Committee. The committee reviewed and made comments on the Executive Director's performance goals for this school year. A few highlights include; Organizational development in regards to continuing to operationalize the strategic plan initiatives, Promoting equity and social justice which includes continuing to work with Equity Literacy Institute and Developing a job description as part of succession planning.

The committee also discussed ideas for the staff appreciation breakfast. The committee will continue the discussion at their next meeting.

VII. ACADEMIC COMMITTEE UPDATE (14 minutes)

Ms. Darrah-Hage provided a summary update from the Academic Committee. The school year is under way with teacher and staff working extremely hard. The schedule is tight for everyone with both in person and Zoom classes. The school is utilized five days a week. The virtual class is still following the same teaching methodology of teach, practice and check. The kindergartner attendance on Fridays is going well. Teachers are liking the ability to use Friday as prep time. The STAR which helps to determine lower school placements tests are almost complete.

There were some questions regarding the tracking of Data for K-12 from MDH in regard to the current Hybrid format. The school is following MDE guidance with regards to which learning model to implement. Yinghua Academy will be following the Hennepin County metrics.

VIII. EXECUTIVE DIRECTOR UPDATE (18 minutes)

Ms. Berg summarized her most recent Executive Director's Report. Parent Teacher's conferences were complete October 14th and 15th. There has been limited live in person instruction with only 11 days for Group A for example. The feedback from parent's regarding conferences was positive. She went on to explain the school staff is having to remind students regarding social distancing practices as they become more comfortable in school.

Ms. Berg mentioned that 12 new students from Distance switched to Hybrid today. She explained the Annual Report deadline was delayed until December 1st and will need to

be approved at the next Board meeting. There is an opportunity for a Charter School Leadership Certificate through Southwest University. The school will be looking for internal candidates to participate in next summer's cohort. The cost to a candidate would be under \$2,000 after scholarship. The school is looking to utilize Q-comp money to support this program.

Ms. Berg and Ms. Pribbenow are exploring options on how to do virtual school tours.

Ms. Schneider requested Board members to return the conflict of interest forms that were recently sent out.

IX. PUBLIC COMMENT (6 minutes)

Ms. Beckett had a question about the term 2 book club. Ms. Berg described how there are 3 books based on grade level. She went on to describe the work with Equity Literacy Institute which will be focused on preparing staff on these topics.

X. ADJOURN

Ms. Schneider concluded the meeting.

The MOTION by Ms. Rasmussen to adjourn at 7:24 p.m. was seconded and passed.

Minutes drafted by Nathan Bode

Approved by vote of Board on: 11/16/2020