

**YINGHUA ACADEMY BOARD OF DIRECTORS**

**Regular Meeting Minutes**

Monday, November 16, 2020 6:00 p.m.

Zoom Meeting <https://zoom.us/j/97595910194>, Meeting ID 975 959 10194

**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 (at 6:16 p.m), 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, Thien Same and Emily Subialka Nowariak

I. CALL TO ORDER

Ms. Schneider called the meeting to order at 6:05 p.m.

II. APPROVALS (34 minutes)

a. 11/16/2020 Agenda

Ms. Schneider presented the agenda.

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

b. 10/19/2020 Regular Meeting Minutes

Ms. Schneider presented the minutes for the October Board meeting. Minor Edits were recommended by Ms. Berg and Ms. Reider.

**The MOTION by Mr. Luedtke to approve the minutes as amended was seconded and passed.**

c. Annual Report

The Annual Report is due to the Minnesota Department of Education and Yinghua's Authorizer, Friends of Education, by December 1. Ms. Pribbenow was present to take suggestions and corrections. This year the report included the 2019-2020 World's Best Workforce. In addition, the graphs and chart were moved out of the

report into a supplemental file. The Board reviewed the annual report and gave minor edit suggestions to Ms. Pribbenow.

**The MOTION by Dr. Haller to approve Fiscal Year 2020 Annual Report as amended while allowing for minor edits by Ms. Berg and Ms. Pribbenow was seconded and passed.**

III. FINANCE / FACILITIES UPDATE (22 minutes)

a. October Financials

Ms. Reider summarized the current financials, which are 33% complete for the 2020-21 fiscal year. Expenditures are at 32% and revenues are at 31%. There is currently a total net loss of \$26,358 across all funds. The revenue amount now includes CARES and CRF funds.

b. 2020/2021 Budget Revision

The Finance Committee is anticipating a larger than budgeted loss for the fiscal year due to COVID. The biggest factors contributing to the loss are the missed revenue from Fund 02 and Fund 04. The committee is considering revised budgets under the following scenarios: Full Distance Learning and a Return to Hybrid in Term 3. The Board decided to make no formal budget changes during the meeting. The Finance committee will continue to monitor the financials closely and continue to update the Board.

IV. GOVERNANCE UPDATE (13 minutes)

Dr. Haller mentioned that the three policies up for a 3<sup>rd</sup> reading have had no changes since the last Board meeting. He also explained the 1<sup>st</sup> Reading of the Tobacco Free Environment policy had changes due to vaping .

a. Polices – 3<sup>rd</sup> Reading

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

**The MOTION by Ms. Darrah-Hage to approve Policies 616, YA 008 and 722 was seconded and passed.**

b. Policies – 2<sup>nd</sup> Reading

- a. 404 – Employment Background Checks
- c. Policies – 1<sup>st</sup> Reading
  - a. 419 - Tobacco Free Environment
- d. 2021-2022 Enrollment Capacity

Ms. Berg presented the recommendation of the Available Enrollment Capacity by Grade Level for the 2021-2022 academic school year.

**The Motion by Ms. Darrah-Hage to approve the 2021-2022 Available Enrollment Capacity by Grade Level was seconded and passed.**

V. DEVELOPMENT COMMITTEE UPDATE (4 minutes)

Mr. Luedtke provided an update on the Stay Safe Dragons Fall Fundraiser which has raised over \$92,000. In addition, the committee decided to go ahead with Give to Max campaign. It will be a parent social happy hour split by lower grades and upper grades levels.

VI. EXECUTIVE DIRECTOR UPDATE (33 minutes)

Ms. Berg summarized her most recent Executive Director's Report. The main topic is moving from Hybrid to Full Distance Learning. The administration has decided to continue with the current Hybrid format with two Live days done via Zoom and two virtual classroom days. The staff has received feedback on virtual days and will be recommending a schedule for students to follow on virtual days. The school is also providing guidance on adjusting email notifications based on feedback. As the school changes to all Distance Learning the focus will be on what can be done to make all students successful. Ms. Berg also asked for feedback from the Board on how to improve upon Hybrid and Distance learning models.

Ms. Berg also provided an update on the school's equity efforts. Each Board member and school staff will be getting the Stamped book to read. The book will be read by the middle schoolers during term 3.

VII. PUBLIC COMMENT (0 minutes)

None.

VIII. ADJOURN (2 minutes)

Ms. Schneider concluded the meeting.

**The MOTION by Ms. Rasmussen to adjourn at 7:53 p.m. was seconded and passed.**

Minutes drafted by Nathan Bode

Approved by vote of Board on: 12/21/2020