

YINGHUA ACADEMY BOARD OF DIRECTORS

Regular Meeting Minutes

Monday, April 19, 2021 6:00 p.m.

Zoom Meeting <https://zoom.us/j/94871602102>, Meeting ID 948 716 02102

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

Board Members Not in Attendance: Brooke Darrah-Hage

Executive Director in Attendance: Susan Berg

YACA Representative in Attendance: None

Public in Attendance: Abigail Pribbenow

I. CALL TO ORDER

Ms. Schneider called the meeting to order at 6:10 p.m.

II. APPROVALS (6 minutes)

a. 4/19/2021 Agenda

Ms. Schneider presented the agenda.

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

b. 3/22/2021 Regular Meeting Minutes

Ms. Schneider presented the minutes for the March Board meeting. Minor edits were recommended by Ms. Berg, Dr. Haller, and Ms. Moeller.

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

III. FINANCE / FACILITIES UPDATE (25 minutes)

a. March Financials

Ms. Reider summarized the current financials, which are 75% complete for the 2020-21 fiscal year. Expenditures are at 74% and revenues are at 74% of the annual budget.

There is currently a total net loss of \$142,077 across all funds. Funds 02 and 04 represent most of the losses. The March financials include the revised budget. YBC, Inc. approved some expense items at their last Board meeting.

b. Form 990 for Yinghua Academy

Ms. Reider presented Yinghua Academy's and YBC most recent Form 990 tax returns.

The MOTION by Ms. Reider to approve the Yinghua Academy's and YBC most recent Form 990 tax returns as amended was seconded and passed.

c. 2021 / 2022 Preliminary Budget

Ms. Reider summarized the 2021-2022 budget. The budget is developed based on conservative assumptions including a student enrollment of 856. The budget assumes a 2% revenue increase from the Minnesota Department of Education (MDE). The budget includes 4% overall increase to salary and wages. The budget assumes full in-person learning for the next academic school year.

IV. GOVERNANCE UPDATE (15 minutes)

Dr. Haller presented changes to the Policy 430 based on recommendations by Mr. O'Malley to ensure it complied with employment law.

a. Policies – 3rd Reading

a. 430 -Reporting Unethical or Illegal Activity

The MOTION by Ms. Moeller to approve Policy 430 was seconded and passed.

Dr. Haller presented on the first readings of Policy 418 and 516 that have minor changes. Ms. Berg presented on the Policy 306 which is a MSBA model policy. The recommendation is to adopt Policy 306 and discontinue the use of YA-007.

b. Policies – 1st reading

a. 306 - Administrator Code of Ethics

b. 418 - Drug-Free Workplace/ Drug-Free School

c. 516 - Student Medication

c. Board Election Update

Dr. Haller gave an update on the upcoming School Board election. The Annual Meeting is Thursday, April 29, and kickoff the week of voting. The voting lasts until Thursday, May 6 at 6 p.m. People can vote electronically, by mail or in-person at the school.

V. EXECUTIVE DIRECTOR UPDATE (31 minutes)

Ms. Berg summarized her most recent Executive Director's Report. Today was the last day for students to switch from Distance Learning to In-Person. The school welcomed 20 students back to In-Person learning. Parent-teacher conferences were held last week over Zoom and they appeared to have gone smoothly. The state of Minnesota has decided to do MCA testing they year. The tests will begin tomorrow with reading this week and math next week. Distance learners can take the test on Saturday May 1 and May 8 as the tests must be taking in person.

Ms. Berg met with YBC. and they approved \$5,000 toward a ventilation study. They also approved a \$10,000 budget for design of spaces including the boiler room and outdoor spaces. The administration also met with representatives from the Department of Homeland Security and Emergency Management's MN School Safety Center. They advised a few additional measures on drill practice and provided additional updated documents. The Board also discussed plans for the week pending the Chauvin trial verdict.

Ms. Schneider requested Committee Chairs review their committee meeting schedule for next academic school year and let her know of changes. She also requested recommendations on Chair replacements for those leaving the Board.

VI. PUBLIC COMMENT (0 minute)

None.

VII. ADJOURN (1 minute)

Ms. Schneider concluded the meeting.

The MOTION Ms. Moeller to adjourn at 7:28 p.m. was seconded and passed.

Minutes drafted by Nathan Bode

Approved by vote of Board on: 5/17/2021