

YINGHUA ACADEMY BOARD OF DIRECTORS

Regular Meeting Minutes

Monday, May 17, 2021 6:00 p.m.

Zoom Meeting <https://zoom.us/j/96108031314>, Meeting ID 961 080 31314

Board Members in Attendance: Amanda Schneider (Chair), Suzanne Reider (Treasurer), Nathan Bode (Secretary), Cindy Bursell (arrived at 6:15 p.m.), Brooke Darrah-Hage, Paul Haller, Joel Luedtke, Cindy Moeller, Evan Owens and Erica Rasmussen

Board Members Not in Attendance: Eric Foster, Joel O'Malley, and Charles Robinson

Executive Director in Attendance: Susan Berg

YACA Representative in Attendance: None

Public in Attendance: Wynnee Igel (left at 6:58 p.m.)

I. CALL TO ORDER

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

II. APPROVALS (7 minutes)

a. 5/17/2021 Agenda

Ms. Schneider presented the agenda.

**The MOTION by Dr. Haller to approve the agenda was seconded and passed.
Ms. Reider abstained.**

b. 4/19/2021 Regular Meeting Minutes

Ms. Schneider presented the minutes for the April Board meeting. Minor edits were recommended by Ms. Berg and Ms. Moeller.

The MOTION by Ms. Moeller to approve the minutes as amended was seconded and passed. Ms. Darrah-Hage abstained.

c. 4/29/2021 Annual Meeting Minutes

Ms. Schneider presented the minutes for the Annual Board meeting.

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

III. FINANCE / FACILITIES UPDATE (11 minutes)

a. April Financials

Ms. Reider summarized the current financials, which are 83% complete for the 2020-21 fiscal year. Expenditures are at 82% and revenues are at 82% of the annual budget. There is currently a total net loss of \$229,496 across all funds. Funds 02 and 04 represent most of the losses.

b. 2021 / 2022 Budget

Ms. Reider presented the 2021-2022 budget that was initially presented at April's Board meeting. The budget assumes the school is operating all in person as before the pandemic.

The MOTION by Mr. Reider to approve the Yinghua Academy Fiscal Year 2021-2022 Budget was seconded and passed.

IV. GOVERNANCE UPDATE (20 minutes)

Dr. Haller mentioned the policies up for 2nd reading had no changes since last Board meeting.

a. Policies – 2nd reading

- a. 306 - Administrator Code of Ethics
- b. 418 - Drug-Free Workplace/ Drug-Free School
- c. 516 - Student Medication

b. Board Election Results

Dr. Haller gave an update on the School Board election results. The following candidates were elected to the five open seats on the board: Amanda Schneider, Cindy Moeller, Suzanne Reider, Ye Cheng, and Yinglu Zeglin.

Dr. Haller mentioned that Joel O'Malley resigned from the Board. The Governance committee will look to recommend a replacement to the Board at a future Board meeting. Ms. Berg gave an update regarding potential conflict of interest of Board candidates. Ms. Schneider requested that at the June Board meeting that Committee Chairs give an overview of their committee and a general update.

V. EXECUTIVE DIRECTOR UPDATE (15 minutes)

Ms. Berg summarized her most recent Executive Director's Report. The Kindergarten roundup is planned for this Wednesday, Thursday, Friday outside for an hour. There was an intent to return survey sent for both staff and students. Based on current staff resignations the school has been interviewing candidates. The school has offered positions to two new staff and will be hiring more replacements.

Ms. Berg went on to mention that MCA scores have been released and they are down this year as was expected. The administration is looking into alternative bus options. There is graduation planned along with last day of school outdoors.

VI. COMMITTEE & BOARD MEETING CALENDAR 2021-2022 (11 minutes)

Ms. Schneider presented the updated Committee and Board calendar meeting. She explained some of the background on the scheduling. There was discussion on changing some of the proposed dates.

The MOTION by Ms. Moeller to approve the Board Meeting schedule as amended for Yinghua Academy Academic Year 2021-2022 was seconded and passed.

VII. PUBLIC COMMENT (1 minute)

None.

VII. PERSONNEL COMMITTEE – ED PERFORMANCE FEEDBACK (111 minutes)

Executive Director Performance Feedback

Ms. Schneider read the following text to close the meeting: "The next item on the agenda is a closed session to conduct the performance evaluation of Sue Berg. Minnesota Statutes Section 13D.05, subdivision 3(a), allows a school board to close a meeting to conduct the performance evaluation of an employee. During the closed meeting, the Board will evaluate the performance of the Executive Director. Accordingly, pursuant to the law I have cited, I will hereby entertain a motion that this meeting be closed for the purpose of evaluating the performance of the Executive Director."

The MOTION by Ms. Darrah-Hage 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. Rasmussen to open the meeting was seconded and passed.

IX. ADJOURN (1 minute)

Ms. Schneider concluded the meeting.

The MOTION by Ms. Darrah-Hage to adjourn at 9:02 p.m. was seconded and passed.

Minutes drafted by Nathan Bode

Approved by vote of Board on: June 21, 2021