**YINGHUA ACADEMY BOARD OF DIRECTORS**

**Regular Meeting Minutes**

Monday, June 21, 2021 6:00 p.m.

Zoom Meeting <https://zoom.us/j/96187599648>, Meeting ID 961 8759 9648

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

**Board Members Not in Attendance:** Eric Foster

**Executive Director in Attendance:** Susan Berg

**YACA Representative in Attendance:** None

**Public in Attendance:** Andrew Lawton, Abigail Pribbenow (left at 6:56 p.m.), Arika Coblentz, First Unitarian Omaha and, Melissa’s New iPad (left at 6:51 p.m.)

I. CALL TO ORDER

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

II. APPROVALS (11 minutes)

a. 6/21/2021 Agenda

Ms. Schneider presented the agenda. Ms. Berg requested an additional agenda item added for a staff leave of absence.

**The MOTION by Mr. Robinson to approve the agenda as amended was seconded and passed.**

b. 5/17/2021 Regular Meeting Minutes

Ms. Schneider presented the minutes for the May Board meeting**.** Minor edits were recommended by Dr. Haller and Ms. Berg.

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

c. Leave of Absence for Staff

 Ms. Berg presented a leave of absence for Ms. Langhout for the next academic year. Ms. Berg and Dr. Lien recommended approving the leave of absence.

 **The MOTION by Mr. Luedtke to approve the Leave of Absence was seconded and passed.**

III. FINANCE / FACILITIES UPDATE (3 minutes)

1. May Financials

Ms. Reider summarized the current financials, which are 92% complete for the 2020-21 fiscal year. Expenditures are at 91% and revenues are at 91% of the annual budget. There is currently a total net loss of $186,428 across all funds. The May financials include 60,000 from YACA.

Ms. Berg mentioned that she received a call from MDE commissioner regarding the fact that a state budget for next school year has not been passed yet.

IV. GOVERNANCE UPDATE (17 minutes)

Dr. Haller mentioned the policies up for 3rd reading had no changes since last Board meeting. There were questions on Policies 007 and 306 regarding the coverage of the polices for all staff versus administration. It was decided to defer approval of Policy 306 and removal of Policy 007 until the answers were confirmed.

1. Policies – 3rd Reading
	1. 306 - Administrator Code of Ethics
	2. 418 - Drug-Free Workplace/ Drug-Free School
	3. 516 - Student Medication

**The MOTION by Mr. Luedtke to approve Policies 418 and 516 was seconded and passed.**

1. Policies for Removal
	1. 007– Professional Conduct
2. Open Board Seat Appointments

Dr. Haller gave an update on Board openings including recent resignations by Joel O’Malley, Brooke Darrah-Hage, and Erica Rasmussen. The recommendation from the Governance committee is to appoint Andrew Lawton to one of the vacancies with two years remaining in the there.

**The MOTION by Ms. Reider to approve Andrew Lawton to fill one of the 2-year open terms was seconded and passed.**

Dr. Haller requested that the Board appoint him for the open one-year term vacancy as a community member.

**The MOTION by Ms. Moeller to approve Dr. Haller to fill the one-year open term was seconded and passed. Dr. Haller abstained.**

V. EXECUTIVE DIRECTOR UPDATE (13 minutes)

Ms. Berg summarized her most recent Executive Director’s Report. There were 106 year-end performance reviews done for staff. As part of the review process a message was given to each staff regarding the year of the pandemic and mentioning a huge amount gratitude to each staff member. Ms. Berg explained how Dr. Lien and she reviewed all 836 report cards that went out last Wednesday. Based on the intent to return to school survey there are 22 students not expected to return that equates to a 98.3% retention rate

Ms. Berg and Dr. Lien are continuing to interview for staff replacements with the goal of having all candidates hired by the end of June. Current staff are taking continuing education requirements including equity topics. The plan is for teaching to be done all in person next school year. There was discussion on helping students over the summer that did not meet the 60% passing mark for a given subject.

VI. COMMITTEE OVERVIEWS (34 minutes)

 Ms. Schneider requested that each committee Chair provide an overview of their committee for current and new Board members. The following presented on their committees: Ms. Darrah-Hage on Academics, Mr. Luedtke on Development, Ms. Reider on Finance and Facilities, Dr. Haller on Governance and Ms. Moeller on Personnel.

Ms. Schneider recommended that ever Board member attend at least one Personnel Committee meeting. She also requested that Board member signup for one YACA Board meeting during the next school year.

Ms. Schneider thanked outgoing Board Members Ms. Rasmussen, Mr. Luedtke and Ms. Darrah-Hage for their time on the Board.

VII. PUBLIC COMMENT (0 minutes)

 None.

VII. CLOSED SESSION (57 minutes)

Preliminary discussion of allegations against an employee

Ms. Schneider read the following text to close the meeting: “The next item on the agenda is the preliminary consideration of allegations against an employee. The Open Meeting Law, Minnesota Statute section 13D.05, subdivision 2(b), states that a public body shall close a meeting for the preliminary consideration of allegations against an individual subject to its authority. During the closed meeting, the Board will discuss the allegations and possible next steps. Accordingly, pursuant to the law I have cited, I will hereby entertain a motion that this meeting be closed for the purpose of the preliminary consideration of allegations against an employee.”

**The MOTION by Ms. Darrah-Hage to close the meeting for Preliminary discussion of allegations against an employee was seconded and passed.**

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

IX. ADJOURN (1 minute)

Ms. Schneider concluded the meeting.

**The MOTION by Dr. Haller to adjourn at 8:18 p.m. was seconded and passed.**

Minutes drafted by Nathan Bode

Approved by vote of Board on: 08/16/2021