

YINGHUA ACADEMY BOARD OF DIRECTORS

Regular Meeting Minutes

Monday, August 15, 2022, 2022 6:00 p.m.

Yinghua Academy Media Center: 1616 Buchanan St NE, Minneapolis, MN 55413

Board Members in Attendance: Paul Haller (Chair), Charles Robinson (Treasurer), Nathan Bode (Secretary), Ye Cheng (left at 8:10 p.m.), V John Ella, Andrew Lawton (arrived at 6:13 p.m.), Chi-Ping Li (left at 8:10 p.m.), Cindy Moeller, Evan Owen, Amanda Schneider, and Yinglu Zeglin

Board Members Not in Attendance: None

Executive Director in Attendance: Dr. Lien

YACA Representative in Attendance: Anaya Mitra

Public in Attendance: Susan Rieder

I. CALL TO ORDER

Dr. Haller called the meeting to order at 6:00 p.m.

II. APPROVALS (11 minutes)

a. 8/15/2022 Agenda

Dr. Haller presented the agenda with additional items for leave of absence and Finance committed update

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

b. 6/20/2022 Regular Meeting Minutes

Dr. Haller presented the minutes for the June Board meeting. Minor edit was recommended by Mr. Ella.

The MOTION by Ms. Moeller to approve the June meeting minutes as amended was seconded and passed.

c. Policy 534 – Unpaid Meal Charges

Dr. Haller presented Policy 534, Unpaid Meal Charges, which was up for third reading.

The MOTION by Ms. Schneider to approve Policy 534, Unpaid Meal Charges, was seconded and passed.

d. Leave of Absence

Dr. Lien requested a leave of absence for one term for a family.

The MOTION by Mr. Owens to approve the Students Leave of Absence requests was seconded and passed.

III. DEVELOPMENT COMMITTEE UPDATE (32 minutes)

Mr. Owens gave an update on the recent development committee meetings. The committee has been benchmarking to other schools with foundations. In addition, the committee has been planning the fundraising events dates for the upcoming school year. The events include Red Envelope and Give to the Max. The committee has been discussing a different fundraising sequence to focus on certain events.

The new south courtyard project was discussed with the committee planning to sell engraved bricks to help with the cost. Mr. Robinson gave an update that the bid for the courtyard was \$140k and the school has resources \$96k dedicated to the project. There are discussions with YBC to potentially cover the difference.

There was additional discussion on fall fundraising events. The recommendation is to focus fall fundraising activities on the south courtyard. A final decision on fall fundraising was deferred to allow people to review options.

Dr. Lien presented the contract proposal for the south courtyard. It came back at around 140k which was more than the 110k previously approved by the Board. Mr. Robinson gave more background from a Finance committee with a recommendation to proceed with the project.

The Motion by Mr. Robinson to approve the contract for the south courtyard was seconded and passed.

IV. RETREAT UPDATE (6 minutes)

Dr. Haller gave an update on the Board retreat which is September 24th. There will be prework for the Board members. A few of the focus areas for the retreat are to discuss that start of a new Strategic Planning and School Climate Survey results.

Ms. Moeller provided more details on the schedule. The schedule will include breaks and team building events. A facilitator for the retreat has also been selected.

V. PLAYGROUND EQUIPMENT (16 minutes)

Dr. Haller gave background information on the park and the school. Minneapolis Park and Recreation Board took out playground on the south side. There is an upcoming meeting with Park Board to discuss options.

VI. BOARD MEMBERSHIP SIZE (21 minutes)

Ms. Moeller referenced her email to the Board about reasons not to keep filling the open Board positions immediately after someone resigns. The reasons include: The size of the Boards of other Friends of Educations schools, The size of the Board of other larger school districts in the Twin cities, History of Yinghua Bylaws and Stability of the Board. The current Bylaws state the Board needs at least 7 members and not more than 13 members. Ms. Schneider gave background on why there was 13 members including many candidates interested from the community and the workload for the Board members at that time.

There was discussion about topic with input from the Committee chairs. This included tenure of Board members, training required to be effective Board members, the change in moving some of the work to school administration as the school size has grown and clarifying expectations of Board members if the Board size was reduced.

The Motion by Ms. Moeller to leave the open Board spots open until February 2023 and revisit the need at that time was seconded and passed.

VII. STRATEGIC PLANNING (6 minutes)

Ms. Moeller provided a brief update that the Strategic Planning process will be discussed at the upcoming Board retreat.

VIII. EXECUTIVE DIRECTOR UPATE (53 minutes)

Dr. Lien highlighted a few items in her most recent Executive Director's Report. This past summer the school offered extended learning programs as well as Kindergarten & new student mini camps. The new staff started this week and returning teachers start next week. There is a staffing shortage which the school trying to accommodate the shortage with 4 new teachers from Taiwan. Dr. Lien was invited by the American Academy of International Culture and Education (AAICE) to present to support their online immersion professional development series.

Dr. Lien went on to give updates on aftercare and enrollment. There has been turnover since last year with aftercare staff. The plan is to staff aftercare with EAs from first grade. Currently there can be one staff member for 15 aftercare students. The goal is to eliminate the current aftercare wait list. The administration continues to explore staffing options including using J visa program.

There was discussion on why all kindergartner spots are not filled. The outreach to potential families continues. This led into a discussion about the potential to raise the student capacity level for other grades with wait list including 3rd and 4th grades. This option may include adding another class for new older students to the school.

The Motion by Dr. Haller is to give discretion to the Executive Director to change capacity limits for 3rd to the 4th grader was seconded and passed. Mr. Robinson, Ms. Schneider, Ms. Moeller and Mr. Bode voted No. Ms. Cheng and Ms. Li had left the meeting with vote took place.

IX. PUBLIC COMMENT (0 minutes)

None

X. ADJOURN (1 minute)

Dr. Haller concluded the meeting.

The MOTION by Dr. Haller to adjourn 8:26 p.m. was seconded and passed.

Minutes drafted by Nathan Bode

Approved by vote of Board on: