

YINGHUA ACADEMY BOARD OF DIRECTORS

Regular Meeting Minutes

Monday, September 19, 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, V John Ella, Cindy Moeller, Evan Owen, and Yinglu Zeglin

Board Members Not in Attendance: Andrew Lawton and Amanda Schneider

Executive Director in Attendance: Dr. Lien

YACA Representative in Attendance: Gloria Low

Public in Attendance: Barbara Knott

I. CALL TO ORDER

Dr. Haller called the meeting to order at 6:04 p.m.

II. APPROVALS (4 minutes)

a. 9/19/2022 Agenda

Dr. Haller presented the agenda. Ms. Moeller asked for a student capacity update, Mr. Ella asked for playground update and Mr. Bode requested a public comment period be added to the agenda.

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

b. 8/15/2022 Regular Meeting Minutes

Dr. Haller presented the minutes for the August Board meeting. Minor edits were recommended by Mr. Ella and Ms. Moeller.

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

III. DEVELOPMENT COMMITTEE UPDATE (17 minutes)

Mr. Owens gave an update on the recent Development committee meetings. He followed up from the last Board meeting regarding have a fundraising theme. Dr. Lien has a fundraising priority list that includes items like portable playground equipment

and field trip support. Mr. Owens went on to discuss the Fall fundraising planned for October. There will be a target amount determined for the Fall fundraiser. In addition, he gave an update regarding the south courtyard learning space project. There will be a plaque for donation contributions instead of the engraved pavers that were discussed at the last Board meeting.

IV. YBC SEATS UPDATES (9 minutes)

Dr. Haller gave an update on the Yinghua Building Corporation (YBC) Board seats. They are looking for new Board members and requesting help with candidates. The Yinghua Board will help solicit candidates. The YBC Board will need to select the final candidates.

V. FINANCE COMMITTEE UPDATE (9 minutes)

Mr. Robinson summarized the current financials, which are 17% complete for the 2022-23 fiscal year. The current student enrollment is 826 students. Expenditures are at 16% and revenues are at 13% of the revised annual budget. There is currently a total net gain of \$408,082 across all funds.

- Mr. Robinson mentioned that the YBC Board voted to approve the remaining funds required for the south courtyard learning space. He went on to say that student enrollment is being watched closely. The Finance committee will start reviewing the budget in October based on latest student enrollment numbers. This led into a continued discussion on kindergartner recruitment and activities to support that effort.

VI. PERSONNEL COMMITTEE (11 minutes)

Dr. Haller provided an update on the plan for the Executive Director performance review process. The plan this year is to review performance throughout the year to give timely feedback to Dr. Lien. There will be input solicited from multiple people including Dr. Lien's direct reports. Dr. Lien will share her own goals at the next Personnel committee meeting.

VII. FUNDRAISING UPDATE (22 minutes)

Ms. Moeller gave background on her effort to pursue fundraising from outside the Yinghua community. She presented a framework that includes five focus areas. They include an inspiring vision of Yinghua Academy, an explanation of why we are raising money, clarifying the fundraising organizational structure, finding compelling stories to tell, and engaging with potential donors. There was a discussion of next steps and how other events may aid in this effort. An example is upcoming alumni events where compelling stories could be captured.

VIII. NUMBER OF BOARD MEMBERS (5 minutes)

Dr. Haller requested feedback on the decision from the last Board meeting regarding current number of Board members. The consensus was to leave the decision as is until next February as voted on previously

IX. RETREAT UPDATE (4 minutes)

Dr. Haller gave an update on the upcoming Board retreat. The retreat will start this Saturday at 9:00 a.m.

X. SCHOOL CLIMATE SURVEY (13 minutes)

Dr. Lien gave an update on the school climate survey. There were 9 dimensions that were reported based on survey taken by students, teachers & staff, and parents. While student scores were lower than the 2019 survey both parents and teachers & staff scores were the same or higher.

Dr. Lien went on to highlight themes in the survey results. The strengths include academy rigor, tradition, community, excellence, and quality of staff. The improvement areas identified include a need to better support mental health issues and ensuring students have a voice. Dr. Lien mentioned a few action items under way based on the survey results including more directed communication, p.m. homeroom time to give students more support and better recognition for staff including staff of the week award.

XI. CONFLICT OF INTEREST (12 minutes)

Dr. Haller disclosed that he is an employee of Health Partners. This could be a conflict of interest based on the language in the Minnesota state statute regarding the topic. Ms. Moeller recommended we confirm with the school's authorizer, Friend of Education.

XII. EXECUTIVE DIRECTOR UPDATE (32 minutes)

Dr. Lien highlighted a few items in her most recent Executive Director's Report. The current kindergartner enrollment is 16 below capacity. She did not pursue the increased enrollment for 3rd and 4th grade primarily due to students. The school participated in Lake Phalen Chinese Moon Festival to help with recruiting efforts. The latest MCA result were mentioned along with the most recent SchoolDigger.com Ranking.

Dr. Lien went on to explain that course schedule has been modified for the 2022-2023 calendar year to promote happy and successful students. In addition, curriculum night was held for middle school last week and this week is lower school. There are new initiatives for staff including employee of the week and a weekly staff bulletin. Also,

administrators will make themselves present during recess time to give students opportunities to interface with them in an open environment.

XIII. PUBLIC COMMENT (0 minutes)

None

XIV. ADJOURN (1 minute)

Dr. Haller concluded the meeting.

The MOTION by Mr. Robinson to adjourn 8:23 p.m. was seconded and passed.

Minutes drafted by Nathan Bode

Approved by vote of Board on: 10/17/2022