

YINGHUA ACADEMY BOARD OF DIRECTORS

Regular Meeting Minutes

Monday, January 30, 2023, 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, Andrew Lawton, Cindy Moeller, Amanda Schneider, and Yinglu Zeglin

Board Members Not in Attendance: Evan Owens

Executive Director in Attendance: Dr. Lien

YACA Representative in Attendance: Anaya Mitra

Public in Attendance:

I. CALL TO ORDER

Dr. Haller called the meeting to order at 6:01 p.m.

II. APPROVALS (19 minutes)

a. 01/30/2023 Agenda

Dr. Haller presented the agenda.

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

b. 12/19/2022 Regular Meeting Minutes

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

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

c. Leave of Absence

Dr. Lien presented two student leave of absence requests. The first request is for an extension of an existing leave of absence to the end of the year. The second request is for a leave of absence until May.

The MOTION by Mr. Ella to approve the two leave of absence requests was seconded and passed.

III. YBC BOARD SEATS (9 minutes)

Dr. Haller followed up the Yinghua Building Corporation (YBC) discussion from the last Board meeting. The YBC Board would like the Yinghua Academy School Board to nominate a board candidate by this summer. The YBC Board will eventually need 3 new members as the existing members are looking to resign after many years of service. The Yinghua School Board will need to appoint or reappoint YBC Board members each year after YBC updates their bylaws.

IV. FINANCE COMMITTEE UPDATE (12 minutes)

Mr. Robinson summarized the current financials, which are 50% complete for the 2022-23 fiscal year. The current student enrollment is 830 students. Expenditures are at 49% and revenues are at 46% of the revised annual budget. There is currently a total net gain of \$305,327 across all funds.

Dr. Lien and Nate Winter are developing an updated budget to present at an upcoming Board meeting. The State of Minnesota has paid past monies owed to the school. There was a discussion of potential state increases that have been discussed in the current Minnesota legislative session.

V. SCHOOL ENROLLMENT CAPACITY FOR 2023-2024 (9 minutes)

Dr. Lien presented the recommendation of the Available Enrollment Capacity by Grade Level for the 2023-2024 academic school year. There was discussion on what the enrollment capacity should be for certain grades. It was suggested that 8th grade enrollment be lowered to 75 students and 6th grade enrollment lowered to 65 students.

The MOTION by Ms. Schneider to approve the 2023-2024 Available Enrollment Capacity by Grade Level with updates to 6th and 8th grade capacities was seconded and passed.

VI. STRATEGIC PLAN (27 minutes)

Ms. Moeller gave an update on all the work the Strategic Planning Steering Committee has been doing. She thanked the Committee (Dr. Lien, Ye Cheng, Yinglu Zeglin, and Ms. Moeller) for their work. The Committee recently interviewed the Prouty Project and Transformation Systems. They subsequently asked for formal proposals from both firms.

After reviewing both formal proposals, the Committee made the recommendation to award the contract to the Prouty Project.

Ms. Moeller presented a timeline and milestones overview of the Strategic Planning project from the Prouty Project.

Ms. Moeller made a very generous offer to donate \$20,000 to help cover the cost of the strategic planning work.

The MOTION by Ms. Schneider to allow Dr. Lien to sign a contract with the Prouty Project for the Strategic Planning work was seconded and passed.

VII. GOVERNANCE UPDATE (3 minutes)

Mr. Ella mentioned that the following policies are up for second reading. No changes have been made since the last Board meeting.

- a. Policy 410 – Family and Medical Leave
- b. Policy 415 – Mandated Reporting of Maltreatment of Vulnerable Adults
- c. Policy 534 – Unpaid Meal Charges
- d. Policy 616 – School District System Accountability

The Governance Committee will be asking the Finance committee to review 3 financial related policies.

VIII. ACADEMIC CALENDAR FOR 2023-2023 (23 minutes)

Dr. Lien presented the Yinghua Academy 2023-2024 Academic Calendar.

The first day of the school year to be Wednesday, August 30, 2023. This puts the last day of school year on June 7, 2024. There was a discussion about the dates of Chinese New Year's (CNY) performances. The recommendation was to hold CNY performances on February 24th if the Bethel venue was available; otherwise, it would be February 17th, 2024. The rest of the school year is like the current year's school calendar.

The MOTION by Mr. Ella to approve the 2023-2024 Academic Calendar, with the date of the Chinese New Year's performances to be decided based on Bethel venue availability, was seconded and passed.

IX. OPTIMAL BOARD SIZE (2 minutes)

Dr. Haller initiated a discussion on the number of Board seats for the upcoming school board election. Mr. Ella recommended the number of Board seats be 11.

The MOTION by Mr. Ella to have the number of Board seats be 11 for the upcoming election was seconded and passed.

X. EXECUTIVE DIRECTOR UPDATE (17 minutes)

Dr. Lien highlighted a few items in her most recent Executive Director's Report. There are currently 134 kindergarten applications for next academic year. There were 36 Yinghua Academy students participating in the 2nd annual Chinese Short Video competition. Grades 5 to 8 participated in a Science Expo on January 19th. The school is planning the upcoming Taiwan trip and is requesting at least 7 Yinghua teachers be involved along with local teacher. The recruitment of new students continues with 74 families participating on January 29 for a Chinese immersion sample session.

Dr. Lien was excited that the school was able to hire a new school counselor. She mentioned that Dragon Life Organization is planning upcoming events like dances and spirit work. The school brought in a psychologist from Hope Academy to present to 5th and 6th grade students. She will be invited back to present to 7th grade and 8th grade students.

XI. PUBLIC COMMENT (0 minutes)

None

XII. ADJOURN (1 minute)

Dr. Haller concluded the meeting.

The MOTION by Ms. Schneider to adjourn at 8:03 p.m. was seconded and passed.

Minutes drafted by Nathan Bode

Approved by vote of Board on: 02/27/2023