

YINGHUA ACADEMY BOARD OF DIRECTORS
Regular Meeting Minutes

Monday, February 27, 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, Evan Owens, Amanda Schneider, and Yinglu Zeglin

Board Members Not in Attendance: None

Executive Director in Attendance: Dr. Luyi Lien

YACA Co-Chair in Attendance: Gloria Low

Public in Attendance: Danielle Miller (left at 6:31 p.m.) and Arwin Chan

I. CALL TO ORDER

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

II. APPROVALS (11 minutes)

a. 02/27/2023 Agenda

Dr. Haller presented the agenda. Mr. Ella requested we discuss snow days and academic calendar. It was confirmed that was part of the e-learning agenda item.

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

b. 01/30/2023 Regular Meeting Minutes

Dr. Haller presented the minutes for the January Board meeting.

The MOTION by Mr. Lawton to approve the January meeting minutes was seconded and passed.

c. Leave of Absence

Dr. Lien presented a student leave of absence request for two students from May 10 to the end of the year.

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

d. 2022-2023 ACADEMIC CALENDAR CHANGE

Dr. Lien presented adding March 24 as school day to meet the minimum school days required by Department of Education.

The MOTION by Mr. Lawton to approve the additional school day of March 24th was seconded and passed.

e. Policies

Dr. Haller presented the following policies up for the 3rd reading. Mr. Ella reminded the Board members that the changes were primarily based on MSBA (Minnesota School Board Association) recommendations.

Policy 410 – Family and Medical Leave

Policy 415 – Mandated Reporting of Maltreatment of Vulnerable Adults

Policy 534 – Unpaid Meal Charges

Policy 616 – School District System Accountability

The MOTION by Ms. Moeller to approve the Policies 410, 415, 534, and 616 was seconded and passed.

III. MCA TESTING AT YINGHUA ACADEMY (20 minutes)

Ms. Miller presented on the winter NWEA testing results. Yinghua Academy does NWEA testing as early as possible during the winter testing window. The school's objective with testing early is to help identify students that need extra help. The winter test results projected lower test scores across all grade levels. This was like the previous academic year's projected scores at the time of the winter testing. Last academic year the final spring test results were higher than projected. Ms. Miller believes this year the final spring test results will also be higher than projected. The NWEA testing is used by many schools to assess their students' academic progress, because NWEA test results are highly correlated with MCA test results.

IV. FINANCE COMMITTEE UPDATE (8 minutes)

Mr. Robinson summarized the current financials, which are 58% complete for the 2022-23 fiscal year. The current student enrollment is 831 students. Expenditures are at 54% and revenues are at 57% of the revised annual budget. There is currently a total net gain of \$346,253 across all funds.

Mr. Robinson also mentioned that our accounting firm, CLA, sent all tax forms by the January 31 deadline. He went on to mention that a new budget for the current fiscal year may not be needed as several positions had not been filled resulting in lower salary and benefits expenses.

V. GOVERNANCE UPDATE (27 minutes)

Mr. Ella provided information on the upcoming School Board elections. A letter requesting candidate applications for Board seats has gone out to the community with a deadline of March 20th. As of today, no candidate applications have been submitted. Mr. Ella went on to present an orientation memo for new Board members. The plan is to give this memo to both potential candidates and new board members. He requested feedback from other Board members on ways to improve the memo.

Mr. Ella explained the requirements by Minnesota state statute regarding singing the Pledge of Allegiance. There was discussion on modifying Yinghua's current policy. The Governance committee will be working on a revised policy. He also presented the first reading of Policy 406 Public and Private Personnel Data.

VI. E-LEARNING AND REMOTES DAYS (17 minutes)

Dr. Lien presented on e-learning and the educational hours required each school year by the Minnesota state statute. E-learning days can count towards the required educational hours for up to five days each academic year. A school needs to have an e-learning plan in place before the start of the academic year. Yinghua's academic team is working on a plan for next school year. Board members recommended reviewing how other schools have already implanted their e-learning plan.

VII. STRATEGIC PLAN (18 minutes)

Ms. Moeller gave an update on all the work the Strategic Planning Steering Committee has been doing. There is now a Strategic Planning Core team comprised of Dr. Lien, Ms. Moeller, Dr. Haller, and Adrienne Jordan, a senior consultant from the Prouty Project firm. Ms. Moeller presented details on key upcoming meetings and the overall planned Strategic Planning process. There was discussion of logistics and communication for the upcoming events.

VIII. EXECUTIVE DIRECTOR UPDATE (29 minutes)

Dr. Lien highlighted a few items in her most recent Executive Director's Report. There are currently 831 students enrolled in Yinghua Academy. The school has received 227 student applications during the open enrollment period, including 157 kindergarten applications. The Chinese New Year performances had an attendance of 2,236 in person and 2,141 live stream views. Dr. Lien went gave an update on the live stream comments

through the chat and steps the school has been taking to address the issue. The school is requesting feedback from the students on how to improve project-based learning. The Taiwan trip planning continues with eight English teachers going along to support the students. The red envelope has received \$22,109 from 111 donors as of today.

IX. PUBLIC COMMENT (1 minute)

None

X. ADJOURN (1 minute)

Dr. Haller concluded the meeting.

The MOTION by Mr. Robinson to adjourn at 8:12 p.m. was seconded and passed.

Minutes drafted by Nathan Bode

Approved by vote of Board on: 03/20/2023