

## **YINGHUA ACADEMY BOARD OF DIRECTORS**

### **Regular Meeting Minutes**

Monday, March 20, 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:** Anaya Mitra

**Public in Attendance:** None

#### **I. CALL TO ORDER**

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

#### **II. APPROVALS (3 minutes)**

##### **a. 03/20/2023 Agenda**

Dr. Haller presented the agenda. Mr. Ella requested policies 417, 501, and 531 be added to the agenda for their first reading.

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

##### **b. 02/27/2023 Regular Meeting Minutes**

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

**The MOTION by Ms. Moeller to approve the February meeting minutes was seconded and passed.**

#### **III. FINANCE COMMITTEE UPDATE (20 minutes)**

Mr. Robinson summarized the current financials, which are 67% complete for the 2022-23 fiscal year. The current student enrollment is 831 students. Expenditures are at 62% and revenues are at 66% of the revised annual budget. There is currently a total net gain of \$383,505 across all funds.

Mr. Robinson explained the “Forecasted Scenario: 830 ADM” column on the Income Statement – Summary page within the February Financials. The column represents forecasted financials based on less students along with lower-than-expected salaries and benefits (which are the result of several positions not being filled for part of the school year.). The Finance Committee is currently not planning to present a revised budget for Board approval. This will result in more variances in the final audit report, but the variances are explainable. A draft of the 2023-2024 budget is planned to be presented as early as April Board meeting, but by the May Board. There was also discussion around student enrollment and projections by grade level.

IV. PLAYGROUND UPDATE (13 minutes)

Dr. Lien gave an update on the playground situation. There has been discussion with staff on buying portable equipment to be used on the blacktop surface area. The current plan is to buy basketball hoops, hula hoops, jump ropes and paint four square courts. Dr. Lien will be following up with the Minneapolis Park Board on installing semi-permanent equipment.

Mr. Evans said he will be scheduling a meeting for the playground committee with interested parents.

V. STRATEGIC PLAN (7 minutes)

Ms. Moeller gave an update on the Strategic Planning work. There was an Open House this past Saturday. At least fifty members of the Yinghua community participated, including parents and teachers. The feedback from the Open House, from a survey that was sent to some outside experts with a previous connection with Yinghua Academy, and from a survey that was sent to parents and teachers who requested it, because they could not attend the Open House is being compiled. The next step is for the Strategic Planning Committee to meet and discuss.

VI. GOVERNANCE UPDATE (22 minutes)

Mr. Ella gave an update on this year’s upcoming School Board election. Currently there are two candidates that have submitted their application for the three open seats.

Mr. Ella went on to introduce the following policies up for their first reading. He requested feedback from Board members on the Pledge of Allegiance policy.

Policy 531 Pledge of Allegiance

Policy 501 School Weapons

Policy 417 Chemical Use and Abuse

- Mr. Ella also mentioned that Policy 406, Public and Private Personnel Data, has had no changes since that last meeting.

VII. EXECUTIVE DIRECTOR UPDATE (16 minutes)

Dr. Lien highlighted a few items in her most recent Executive Director's Report. There are currently 831 students enrolled. The student attendance rate is above 95%. The school is still receiving applications for the next school year. The 12 families that applied for first grade have all been told they have spots if they wanted to join Yinghua yet this year. She went on to mention Term 2 ended on March 3 and report cards will be mailed on March 29<sup>th</sup>. Teachers and students are now preparing for upcoming MCA assessments.

Dr. Lien provided details that on April 1 there will be 5 members from Yinghua Academy going to the 2023 Chinese Immersion Research, Curriculum, Learning, and Evaluation (CIRCLE) forum in Washington D.C. The event is hosted by the Chinese Language Association of Secondary-Elementary Schools (CLASS). She went on to explain the school staff is planning summer work. The school is also providing support to teachers on the renewal of their licenses. Dr. Lien is once again working with schools in China and Taiwan to host interns again for the next school year. Finally, she mentioned that Spring parent-teacher conferences are planned in April.

VIII. PUBLIC COMMENT (0 minutes)

None

IX. ADJOURN (1 minute)

Dr. Haller concluded the meeting.

**The MOTION by Mr. Robinson to adjourn at 7:22 p.m. was seconded and passed.**

Minutes drafted by Nathan Bode

Approved by vote of Board on: 04/17/2023