

YINGHUA ACADEMY BOARD OF DIRECTORS

Regular Meeting Minutes

Tuesday, June 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), V John Ella, Evan Owens, and Yinglu Zeglin

Board Members Not in Attendance: Ye Cheng, Andrew Lawton, Cindy Moeller, and Amanda Schneider

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 6:21 p.m.

II. APPROVALS (2 minutes)

a. 06/20/2023 Agenda

Dr. Haller presented the agenda.

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

b. 05/15/2023 Regular Meeting Minutes

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

The MOTION by Mr. Ella to approve the May meeting minutes was seconded and passed.

III. ALTERNATIVE DELIVERY OF SPECIALIZED INDIVIDUAL SERVICES (ADSIS) GRANT (10 minutes)

Dr. Lien presented the Alternative Delivery of Specialized Individual Services (ADSIS) Grant. The grant supports helping students in need of additional academic and behavioral support. The grant covers a percentage of staff salary for staff who provide the additional individual support. Yinghua Academy received a \$465,000 grant per year for the next two years.

IV. FINANCE COMMITTEE UPDATE (14 minutes)

Mr. Robinson summarized the current financials, which are 92% complete for the 2022-23 fiscal year. The current student enrollment is 829 students. Expenditures are at 89% and revenues are at 93% of the revised annual budget. There is currently a total net gain of \$379,855 across all funds. This large net gain is largely attributed to the China trip where revenue has come in, but the expenses have not been paid yet.

Mr Robinson mentioned that a reimbursement was sent to the Yinghua Building Corporation (YBC) for some building related expenses. He went on to explain that transportation discussions were taking place to extend the current contract. They are also exploring options if current bus provider backs out of the contract.

V. COMMITTEE STRUCTURE (7 minutes)

Dr. Haller gave an update on the committee structure. He recommends disbanding the Academic committee. There was agreement on this from Dr. Lien and Ms. Cheng. There would be academic update presentations given to the entire Board several times each school year.

The MOTION by Ms. Zeglin to dissolve the Academic Committee and to have the academic directors present to the board at least once every school term was seconded and passed.

VI. COMMITTEE CALENDAR FOR ACADEMIC YEAR 2023-2024 (7 minutes)

Dr. Haller presented the committee calendar. A few changes were recommended.

VII. PARENTAL CONCERN REGARDING BULLYING (13 minutes)

Dr. Lien gave an update on parents' concerns regarding bullying at the school and steps the school has taken to resolve the issue.

VIII. GOVERNANCE UPDATE (2 minutes)

Mr. Ella gave an update from the governance committee. The committee has finished reviewing all policies required to be reviewed for the school academic year.

Mr. Ella mentioned two policies up for their second reading with updates based on recommendations by the Minnesota School Boards Association (MSBA).

- Policy 524 Internet Acceptable Use and Safety
- Policy 418 Drug Free Workplace

IX. FREE & REDUCED LUNCH FOLLOW-UP (8 minutes)

Dr. Haller gave an update on free and reduced lunch statistics. A change was made recently that being on Medicaid now qualifies a student for free and reduced lunch. The free and reduced lunch application process is for parents to apply to Minnesota state and the state provides a list to Yinghua Academy on who qualifies. He went on to explain about the criteria for qualifying for kindergarten includes a birth certificate, early childhood school screening, and immunization records. There were discussions about how to do outreach to new and current families regarding the free and reduced lunch application.

X. EXECUTIVE DIRECTOR UPDATE (33 minutes)

Dr. Lien provided details on an E-learning plan for the next academic school year. The plan allows the school to offer up to 5 remote learning days during the academic school year. The plan presented was split between kindergarten to fourth grade and fifth grade to eighth grade plans. The plans include schedule and technology access details.

The Motion by Mr. Ella to approve Yinghua Academy's E-Learning Days 2023-2024 was seconded and approved.

Dr. Lien highlighted a few items in her most recent Executive Director's Report. The student attendance rate continues to be above 95%. There is summer extended learning for grades two through seventh planned. Academic performances took place during the month of May. The school held graduation for 87 eighth grade students followed the next day by a graduation car parade for the entire school to attend. There was a year-end staff celebration. There is a new laptop program being introduced where students may be able to keep their device upon graduation. Year-end performance review and staff updates. The Taiwan trip is planned for June 22 to July 6. YACA's Walk for YACA fundraiser has raised \$21,000. Lastly the school received Friends of Education recognition awards totaling \$9,000.

XI. GRATITUDE (1 minutes)

Dr. Haller thanked Mr. Owens for serving on the Board for the last 3 years.

XII. PUBLIC COMMENT (0 minutes)

None.

XIII. ED PERFORMANCE FEEDBACK (46 minutes)

Executive Director Performance Feedback

Dr. Haller read the following text to close the meeting: "The next item on the agenda is a closed session to conduct the performance evaluation of Dr. Lien. Minnesota Statutes Section 13D.05, subdivision 3(a), allows a school board to close a meeting to conduct the performance evaluation of an employee. During the closed meeting, the Board will evaluate the performance of the Executive Director. Accordingly, pursuant to the law I have cited, I will hereby entertain a motion that this meeting be closed for the purpose of evaluating the performance of the Executive Director."

The MOTION by Ms. Zeglin to close the meeting for the CEO/ED Performance Evaluation was seconded and passed.

The MOTION by Mr. Robinson to renew the CEO/ED contract and salary was seconded and passed.

The MOTION by Mr. Robinson to open the meeting was seconded and passed.

XIV. ADJOURN (1 minute)

Dr. Haller concluded the meeting.

The MOTION by Ms. Zeglin to adjourn at 8:43 p.m. was seconded and passed.

Minutes drafted by Nathan Bode
Approved by vote of Board on: