

YINGHUA ACADEMY BOARD OF DIRECTORS

Regular Meeting Minutes

Monday, September 18, 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), Colleen Ebinger (arrived at 6:11 p.m.), Barbara Knott, Andrew Lawton, Cindy Moeller, Amanda Schneider, and Yinglu Zeglin

Board Members Not in Attendance: V John Ella and Ye Cheng

Executive Director in Attendance: Dr. Luyi Lien

YACA Co-Chair in Attendance: Gloria Low

Public in Attendance: Fang Wu, Danielle Miller (left at 6:50 p.m.), and Representative from Friends of Education.

I. CALL TO ORDER

Dr. Haller called the meeting to order at 6:03 p.m.

II. APPROVALS (17 minutes)

a. 09/18/2023 Agenda

Dr. Haller presented the agenda.

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

b. 08/21/2023 Regular Meeting Minutes

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

The MOTION by Ms. Zeglin to approve the August meeting minutes was seconded and passed.

c. Student Leave of Absence Requests

Dr. Lien presented a family leave of absence request for 16 days.

The MOTION by Ms. Schneider to approve the leave of absence request was seconded and passed.

Dr. Lien presented a second family leave of absence request. This is the third extension of the leave request for this family.

The MOTION by Ms. Moeller to deny the leave of absence request was seconded and passed.

d. Open Enrollment Dates

Dr. Lien presented the Open Enrollment dates for the 2024-2025 academic year. The Open Enrollment will be from January 2nd, 2024, to February 15th, 2024, with the lottery being held on February 16th, 2024.

The MOTION by Ms. Moeller to approve the Open Enrollment dates for the 2024-2025 academic year was seconded and approved.

III. STANDARDIZED TEST RESULTS (28 minutes)

Danielle Miller and Fang Wu presented standardized test results from the 2022-2023 academic year. Ms. Miller presented the MCA results, comparing Yinghua results to statewide and comparison schools. Ms. Wu presented on the Chinese based OPI and Hanyu Shuiping Kaoshi (HSK) test results.

IV. DECEMBER BOARD MEETING (7 minutes)

Dr. Haller recommended December 11th for the December Board meeting as December 18th is during winter break.

V. FINANCE COMMITTEE UPDATE (13 minutes)

Mr. Robinson summarized the current financials, which are 17% complete for the 2022-23 fiscal year. The current student enrollment is 840 students. Expenditures are at 12% and revenues are at 15% of the revised annual budget. There is currently a total net gain of \$287,956 across all funds.

Mr. Robinson mentioned that the Auditor's fieldwork will happen in October. He also highlighted some expenses in the financials including insurance and Q-Comp that are paid early in the fiscal year.

VI. DEVELOPMENT COMMITTEE UPDATE (15 minutes)

Ms. Moeller gave an update from the Development Committee. The fall fundraising campaign is planned for October 1 to October 22. The official kickoff for the Fall Fundraiser will be the International Festival that YACA is conducting at the school on Saturday, October 7. The purposes of the International Festival are to raise funds and to

build relationships throughout our community. The funds raised through the Fall Fundraiser will go to creating an indoor recess space with appropriate equipment, to paying transportation costs for field trips throughout the school year, and other improvements to the school's learning spaces.

Ms. Moeller also reported that she continues to work with an attorney on creating Friends of Yinghua Academy (FOYA), a new nonprofit, the purpose of which is to try to raise funds from beyond our school community.

VII. FRIENDS OF EDUCATION RENEWAL (22 minutes)

Dr. Lien presented on the contract renewal with our authorizer, Friends of Education. The current 5-year contract ends on June 30, 2024. The school is requesting another 5-year contract starting July 1, 2024, and ending on June 30, 2029. Dr. Lien highlighted details of what is included in the contract.

VIII. BOARD AND COMMITTEE MEMBER RECRUITMENT (8 minutes)

Dr. Haller gave an update that Ye Cheng has resigned from the Board. The Governance Committee is in the process of finding her replacement. There was a discussion about how to recruit more members for both the Board and committees.

IX. EXECUTIVE DIRECTOR UPDATE (24 minutes)

Dr. Lien highlighted a few items in her most recent Executive Director's Report. There are currently 840 students enrolled for the current academic year. The school has 3 open spots for kindergarten and 12 open spots for first grade. Dr. Lien provided details on the retention rate of students over the past several years, including details on retention of new students in higher grades. There is new mandatory safety training for students this year. The school is also introducing a new Social Emotional Learning (SEL) curriculum this year. There was Middle School Curriculum Night on September 12th and Lower School Curriculum Night is planned for September 19th. The school is currently feeding about 450 students for breakfast and 650 students for lunch. Finally, the decision was made to outsource the Special Education director role.

X. PUBLIC COMMENT (0 minutes)

None.

XI. ADJOURN (1 minute)

Dr. Haller concluded the meeting.

The MOTION by Ms. Ebinger to adjourn at 8:18 p.m. was seconded and passed.

Minutes drafted by Nathan Bode
Approved by vote of Board on: 10/16/2023