

YINGHUA ACADEMY BOARD OF DIRECTORS

Regular Meeting Minutes

Monday, December 11, 2023, 6:00 p.m.

Yinghua Academy Media Center: 1616 Buchanan St NE, Minneapolis, MN 55413

Board Members in Attendance: Paul Haller (Chair), Nathan Bode (Secretary), Barbara Knott, Andrew Lawton, Cindy Moeller, Pamella Stommes, and Yinglu Zeglin

Board Members Not in Attendance: Colleen Ebinger, V John Ella, Charles Robinson (Treasurer), and Amanda Schneider

Executive Director in Attendance: Dr. Luyi Lien

YACA Co-Chair in Attendance: None

Public in Attendance: Janel Bitzan and Dr. Chu (both left at 6:20 p.m.)

I. CALL TO ORDER

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

II. APPROVALS (2 minutes)

a. 12/11/2023 Agenda

Dr. Haller presented the draft agenda.

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

b. 11/20/2023 Regular Meeting Minutes

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

The MOTION by Ms. Knott to approve the November meeting minutes was seconded and passed.

III. AUDIT OF 2022-2023 ACADEMIC YEAR (17 minutes)

Ms. Bitzan from Bergan KDV summarized the most recent audit of Yinghua Academy's finances. The auditors issued three reports that were all unmodified opinions: Independent Auditor's Report, Report on Internal Control, and Minnesota Legal Compliance.

Ms. Bitzan went on to highlight various metrics from the audit report. The student 'Average Daily Membership' (ADM) is down slightly from the prior fiscal year. The General Fund had a net profit of \$179,650. The General Fund balance increased from 28.0% to 29.8%. The Food Service Fund was down from the prior year as the prior year had reimbursement from the Federal government. The Community Service Fund revenues and expenses were up significantly from prior years primarily due to the Taiwan study aboard trip.

IV. FRIENDS OF EDUCATION CONTRACT (2 minutes)

Dr. Lien gave an update that the school's authorizer, Friends of Education, has offered Yinghua Academy a new 5-year contract starting in July 2024. The contract is pending finalization of academic goals.

V. BOARD OFFICER ELECTIONS (3 minutes)

Dr. Haller presented the Board members interested in the officer positions for calendar 2024. The board members are Ms. Moeller for Chair, Mr. Robinson for Treasurer, and Mr. Bode for Secretary.

The MOTION by Ms. Knott to approve Ms. Moeller as Chair, Mr. Robinson as Treasurer, and Mr. Bode as Secretary was seconded and passed.

VI. GOVERNANCE COMMITTEE UPDATE (1 minute)

Mr. Ella presented Policy 521, Student Disability Nondiscrimination, for its third reading.

The MOTION by Ms. Moeller to approve Policy 521, Student Disability Nondiscrimination, was seconded and passed.

VII. FINANCE COMMITTEE UPDATE (1 minute)

Dr. Haller mentioned that the revised budget will be presented at the January Board meeting.

VIII. PERSONNEL UPDATE (4 minutes)

Dr. Haller gave an update on the performance feedback process for Dr. Lien. The Personnel committee is currently soliciting feedback from Dr. Lien's direct reports. This will allow the committee to give feedback mid-year as requested by Dr. Lien.

IX. EXECUTIVE DIRECTOR UPDATE (23 minutes)

Dr. Lien highlighted items in her most recent Executive Director's Report. Term 1 ended on November 22nd and report cards are in the process of being finalized. The preparation for E-Learning for snow days is in process. The school sent E-learning information to families today.

She went on to mention that a survey of middle school students regarding emotional learning is being conducted. The survey includes asking if a student has a safe contact.

Dr. Lien said there are many national Chinese competitions available, and Yinghua Academy will attempt to compete depending on the timing of the competitions. Currently, within Yinghua the middle school Chinese Speech contests for grades 6th to 8th are taking place.

Dr. Lien said the school is excited to welcome two intern teachers and their world-renowned professor, Dr. Wenyun Lin, in January.

The Kindergarten recruitment efforts for 2024-2025 are underway with an open house on December 5th.

There was Staff Thanksgiving dinner on November 21st. This year staff were allowed to bring their family members with YACA providing childcare.

Finally, Yinghua hosted a high school panel on November 29 that included representatives from 14 schools.

X. PUBLIC COMMENT (0 minutes)

None

XI. ADJOURN (1 minute)

Dr. Haller concluded the meeting.

The MOTION by Ms. Zeglin to adjourn at 6:55 p.m. was seconded and passed.

Minutes drafted by Nathan Bode

Approved by vote of Board on: January 22, 2024