



February 22, 2024

Dear Parents/Guardians, Teachers, and Community Members of Yinghua Academy:

Before the close of each academic year, Yinghua Academy holds its School Board elections. This letter serves as the official call for candidates. We encourage you to consider running for a School Board seat! Key dates are listed below and explained in more detail within this letter:

Election Timeline

- March 22 Deadline to file as candidate. Send candidate form to paul.haller@yinghuaacademy.org by 6 p.m.
- March 26 A list of candidates will be sent to voters
- April 25 Ballots will be sent to voters
- April 25 Annual Board meeting with candidate introductions, 6 p.m. This meeting will be video recorded and posted for voters to watch.
- April 25-May 2 Election Period
- May 2 6 p.m. Voting closes
- May 3 Results announced to candidates
- May 6 Results announced to public
- July 1 New board members seated, three-year term begins

To Learn More

- March 18 School Board Meeting
- April 15 School Board Meeting

Purpose of the School Board

The Board of Directors is the elected governing body of Yinghua Academy. The primary responsibilities of the Board are to develop the vision and uphold the mission of the school; to select, support, and evaluate a chief executive; to ensure effective planning and legal compliance; to set policy that will ensure the school's ongoing viability; and to oversee the short- and long-term fiscal health of the school.

Board members are elected to serve a three-year term, running July 1, Year 1 to June 30, Year 3. The School Board is a working board, with all members contributing and making the following commitments:

- Attend monthly board meetings, which typically occur on third Mondays from 6-8 p.m. Note: Board meetings are in person, they are held 12 times a year, and regular attendance is expected.
- Chair or serve on a board committee (Development, Finance & Facilities, Governance, and Personnel) which typically meet once per month.

- Spend, on average, 5-10 hours per month on board and committee work, including meetings.

School Board Composition and Recruitment Goals

Yinghua's governance model requires at least one parent representative, one licensed teacher at Yinghua Academy, and one outside community member who is not a parent of a child at Yinghua nor employed at Yinghua, to serve on the school board. The current composition of its 10 members include: 6 parents, 3 community members, and 1 licensed Yinghua teacher. We will be adding one seat this year to bring the total number of seats to 11. The School Board relies on a diverse base of knowledge to provide good governance. The primary qualification is that you are a willing, committed, and objective leader. Anyone with an interest in serving the school is strongly encouraged to submit a candidate form and interest statement.

There will be 4 seats up for election this year. Anyone with a strong interest in serving Yinghua Academy may run for the school board, except that non-teaching staff members of Yinghua are ineligible for board service according to Minnesota statute. Given the current background and composition of the board members who will continue to serve on the board, particular recruitment goals this year include candidates who are licensed teacher(s) employed at Yinghua Academy as a teacher, candidates with non-profit, strategic planning experience, and candidates with strong financial management experience.

How to Learn More

We also strongly encourage potential candidates to attend an upcoming Board meeting (March 18 or April 15) to confirm their interest in serving on the board. Meetings begin at 6 p.m. in the library.

How to Stand for Election

Please notify the Nominating Committee of your intent to stand for election by submitting the attached short form, the "2024 School Board Candidate Form," with your interest statement no later than Friday, March 22. Information about all nominees will be shared with voters on March 26. Candidate information will be posted online and will be available through the school office. Ballots will be prepared and sent electronically approximately one week prior to election. All candidates are asked to make a public candidate statement at the Annual Board Meeting set for Thursday, April 25 at 6 p.m. in the cafeteria.

Not Quite Ready?

If you are interested in board work but are unsure about the commitment, we encourage parent and staff participation on board committees. In fact, many of our board members first started out as committee members. Contact us or any other board member to have a no-pressure conversation.

Board members contribute their talents to the betterment of Yinghua, for the education of our children, and to the success of our innovative, well-regarded, and top-performing school. Their dedication of time and energy helps shape policy, helps support our Executive Director, and helps make decisions that have a positive influence on the school. Thank you for your consideration of this opportunity!

Sincerely,

Dr. Paul Haller
Governance Committee Chair

paul.haller@yinghuaacademy.org