

**YINGHUA ACADEMY BOARD OF DIRECTORS**

**Regular Meeting Minutes**

Monday, January 22, 2024, 6:00 p.m.

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

**Board Members in Attendance:** **Cindy Moeller** (Chair), Charles Robinson (Treasurer), Nathan Bode (Secretary), Colleen Ebinger, V John Ella, Paul Haller, Barbara Knott, Amanda Schneider, Pamella Stommes, and Yinglu Zeglin

**Board Members Not in Attendance:** Andrew Lawton

**Executive Director in Attendance:** Dr. Luyi Lien

**YACA Co-Chair in Attendance:** None

**Public in Attendance:** Ying Zhang (left at 7:10 p.m.) and Chris Klisch

I. CALL TO ORDER

Ms. Moeller called the meeting to order at 6:03 p.m.

II. APPROVALS (34 minutes)

a. 01/21/2024 Agenda

Ms. Moeller presented the draft agenda with removal of Policy 521 agenda item.

**The MOTION by Dr. Haller to approve the agenda was seconded and passed.**

b. 12/11/2023 Regular Meeting Minutes

Ms. Moeller presented the minutes for the December Board meeting.

**The MOTION by Ms. Zeglin to approve the December meeting minutes was seconded and passed. Colleen Ebinger, V John Ella, Charles Robinson, and Amanda Schneider abstained, since they had not attended the December board meeting.**

c. Proposed Dates of Yinghua Board Meetings – July to December 2024

Ms. Moeller presented proposed Board dates from July to December 2024. The decision was made to postpone this discussion until the next Board meeting.

d. Proposed 2024-2025 School Calendar

Dr. Lien presented the Yinghua Academy 2024-2025 School Calendar. She explained date changes compared to previous calendars.

**The MOTION by Mr. Robinson to approve the 2024-2025 Academic Calendar was seconded and passed.**

e. Proposed Available Enrollment by Grade for 2024-2025 School Year

Dr. Lien presented the recommendation of the Available Enrollment Capacity by Grade Level for the 2024-2025 academic school year. There was discussion including about how the capacity levels are set.

**The MOTION by Ms. Zeglin to approve the 2024-2025 Available Enrollment Capacity by Grade Level was seconded and passed.**

III. FINANCE COMMITTEE UPDATE (18 minute)

Mr. Robinson summarized the current financials, which are 50% complete for the 2023-24 fiscal year. The final current student enrollment is 835 students. Expenditures are at 50% and revenues are at 51% of the revised annual budget. There is currently a total net gain of \$126,563 across all funds.

The audit was submitted, and tax forms are going out by the end of January. The Food Service fund is planning to be flat for profit based on change with a state reimbursement program.

Mr. Robinson provided clarification on the revised budget initially presented in the November Board meeting.

**The MOTION by Mr. Ella to approve the 2023-2024 Revised Budget was seconded and passed.**

IV. DEVELOPMENT COMMITTEE (1 minutes)

Ms. Moeller mentioned that Ms. Stommes will be the Development committee co-chair with her until July. In July Ms. Stommes will take over as Development chair position. The committee is working on the upcoming Red Envelope campaign.

V. PERSONNEL COMMITTEE (2 minutes)

Dr. Haller gave an update that midyear feedback was provided to Dr. Lien. This included feedback from the Board and Dr. Lien's direct reports.

VI. GOVERNANCE COMMITTEE UPDATE (11 minute)

Ms. Moeller thanked Mr. Ella for his time on the Board and being Governance Chair. Mr. Ella has resigned from the board due to a change in his work location.

Mr. Ella provided an update the timing of the upcoming election Board elections in April. There will be 4 vacancies this year with 2 current Board members expected to run.

The first reading of Policy 514, Bully Prohibition, was introduced. There was a request to update the policy with the removal of the Dean of Students reference.

#### VII. STRATEGIC PLANNING – SEMI-ANNUAL REVIEW (13 minutes)

Ms. Moeller shared a review of the actions that have been taken during the past six months to implement the Strategic Plan that the Board approved last August. Dr. Lien gave her interpretation of what Parent University would be. The first session, which was held during term 1, featured Dr. Tara Fortune, who has retired from the Center for Research on Language Acquisition at the U of M, and focused on many aspects of immersion education.

#### VIII. EXECUTIVE DIRECTOR'S REPORT (24 minutes)

Dr. Lien highlighted items in her most recent Executive Director's Report. She started with a summary about new students to the school and mentioned that student attendance is still high. She went out to explain the Winter NWEA test results and projections for MCA scores in the spring.

There were several events that took place at the school including the Science Expo, and Winter Choir and Orchestra concerts.

The school's Bond rating was reapproved at B++. The school has updated their Human Resource system to comply with Earned Sick & Safe Time (ESST).

There was a visit from the Minnesota Department of Education (MDE) Assistant Commissioner Angela Mansfield and Professional Licensing and Standards Board Executive Director Yelena Bailey on Thursday, January 11<sup>th</sup>.

The Yinghua Academy Alumni Association (YAAA) successfully hosted its second annual reunion on December 30, 2023.

Finally, Tea and Talk session have been held with every grade now that Dr. Lien has hosted Grades 3 and 4 on January 9<sup>th</sup> and 17<sup>th</sup>.

#### IX. ONGOING BOARD DEVELOPMENT (8 minutes)

Ms. Moeller put a request to Board Members on what we should be learning. A request was made to Ms. Knott and Ms. Ebinger to provide updates from recent training training they attended. This topic was moved to a future Board meeting.

X. PUBLIC COMMENT (1 minute)

Chris Klisch, a parent of a first grader, introduced himself.

XI. ADJOURN (1 minute)

Ms. Moeller concluded the meeting.

**The MOTION by Mr. Ella to adjourn at 7:56 p.m. was seconded and passed.**

Minutes drafted by Nathan Bode

Approved by vote of Board on: 02/20/2024