

YINGHUA ACADEMY BOARD OF DIRECTORS

Regular Meeting Minutes

Tuesday, February 20, 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, Paul Haller, Barbara Knott, Andrew Lawton, Amanda Schneider, Pamella Stommles, and Yinglu Zeglin

Board Members Not in Attendance:

Executive Director in Attendance: Dr. Luyi Lien

YACA Co-Chair in Attendance: Gloria Low

Public in Attendance: Jeremy Vuong, Michelle Vuong, Leah Arteaga, Kate Herman, and Karl Herman

I. CALL TO ORDER

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

II. APPROVALS (7 minutes)

a. 02/20/2024 Agenda

Ms. Moeller presented the draft agenda.

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

b. 01/22/2024 Regular Meeting Minutes

Ms. Moeller presented the minutes for the January Board meeting. Minor edits were recommended by several Board members.

The MOTION by Ms. Ebinger to approve the January meeting minutes as amended was seconded and passed.

c. Proposed Dates of Yinghua Board Meetings and Yinghua Board Committee Meetings – July 2024 through June 2025

Ms. Moeller presented proposed Board and Board Committee meeting dates from July 2024 through June 2025.

The MOTION by Dr. Haller to approve the Yinghua Board and Board Committee Meeting calendar from July 2024 through June 2025 was seconded and passed.

d. Board Committee Missions and Other Information

Ms. Moeller presented the Board Committee Missions and Other Information.

The MOTION by Mr. Robinson to approve the Board Committee Missions and Other Information as amended was seconded and passed.

III. FINANCE COMMITTEE UPDATE (9 minute)

Mr. Robinson summarized the current financials, which are 58% complete for the 2023-24 fiscal year. The final current student enrollment is 838 students. Expenditures are at 57% and revenues are at 55% of the revised annual budget. There is currently a total net gain of \$126,563 across all funds.

Mr. Robinson went on to mention that YACA donated \$25k to the Study Aboard trip. This is money YACA had raised in prior years. There are still decisions to be made on how best to use the funds. He ended his update by stating the budget process for the 2024-2025 will be starting soon.

IV. DEVELOPMENT COMMITTEE (1 minute)

Ms. Moeller mentioned that the Red Envelope campaign is underway.

V. PERSONNEL COMMITTEE (14 minutes)

Ms. Moeller gave an update from the Personnel Committee. The committee is working on a job description for the Executive Director position. She provided background on the hiring process of Dr. Lien. Though work was done on how the Yinghua organization might be restructured with Dr. Lien as the Executive Director, a written job description was not developed.

Mr. Moeller went on to provide details on conducting another School Climate survey this spring. She recommended conducting the survey in April to allow for feedback to be presented by the end of this school year.

The MOTION by Ms. Zeglin to approve conducting a School Climate Survey this spring was seconded and approved.

VI. GOVERNANCE COMMITTEE UPDATE (11 minute)

Dr. Haller presented the following policies. Policy 514 is up for second reading and Policies 102, 105 and 208 are on their first reading.

- Policy 514 -Bullying Prohibition -Second Reading ... updated to remove Dean of Student wording.
- Policy 102 – Equal Educational Opportunity -First Reading
- Policy 205 – Open Meetings and Closed Meetings - First Reading
- Policy 208 – Development, Adoption, and Implementation of Policies -First Reading

Ms. Moeller mentioned that we could potentially change the approval process of our policies as defined in Policy 209. Currently, any changes to a policy are presented at two Board meetings before going for Board approval at the third Board meeting. Policy 208 could be changed to have only one reading before going to a Board vote at the next Board meeting.

VII. BUILDING RELATIONSHIP WITH OUR TEACHERS AND STATEF (9 minutes)

Ms. Knott and Ms. Ebinger provided ideas on how to expand Board outreach to both teachers and staff. YACA current outreach efforts are focused on new staff. They recommend additional efforts by the Board to help build connections with more tenured teachers. Ms. Ebinger went on to add that building connection with teachers is important considering several factors including the shortage of teachers. Ms. Knott recommended the next step would be to hold some initial events.

VIII. FRIENDS OF YINGHUA ACADEMY (4 minutes)

Ms. Moeller mentioned that she is pursuing a fundraising consultant for the new nonprofit, Friends of Yinghua Academy. She has identified four consultants that might be a fit and has begun to reach out to them for information. Dr. Lien mentioned that she has met with Ms. Mala Thao, an experienced fundraiser who is a friend of a Yinghua parent. Ms. Thao has offered to provide Yinghua with some assistance on developing our fundraising programs..

IX EXECUTIVE DIRECTOR'S REPORT (49 minutes)

Dr. Lien highlighted items in her most recent Executive Director's Report. There are currently 838 students enrolled. The open enrollment period for the 2024-2025 school year ended with 190 students applying which included 142 kindergarten students. The school pursued social media opportunities during the open enrollment period including Instagram, Facebook and niche.com. This topic led to a Board discussion on open enrollment sibling preference policy and what is required by charter schools. The Governance committee will investigate what is required per state statute.

Dr. Lien went on to highlight several events happening at the school including Sample Immersion Class for Prospective Kindergartners, CLASS Chinese Speech Contest, and Lunar New Year Festivities & Activities including an upcoming Chinese New Year lunch for the staff on February 26th. Dr. Lien is assembling a Task Force to help with 2024-2025 School Year Classroom Assignments and Schedule. The plan is to have meetings over the coming month with everything decided upon by April 4th. Dr. Lien also described the many recruitment initiatives under way to recruit both staff and teachers. This includes Yinghua Academy being a “Responsive Classroom Training Site”.

Dr. Lien mentioned that the school Dance for 7th and 8th grade took place on February 8th. The planning for Summer 2024 Taiwan trip is underway with 56 students currently going. In addition, the Two-week Yinghua Immersion Summer Group is planned for Responsive Classroom Training Site

Dr. Lien concluded her update stating that the Red Envelope Campaign is underway with \$14,604 raised to date.

X. PUBLIC COMMENT (20 minutes)

Michelle Vuong, a Yinghua parent and employee, introduced herself and thanked the Board for their work. She explained her concerns about building capacity. Based on her review previous Yinghua Academy Annual Reports she is requesting the Board reduce student enrollment to 800 students.

Kate Herman, a Yinghua parent and employee, introduced herself and said she has a third and sixth grader at Yinghua Academy. She works in the aftercare program at the school. She described her personal experience working in the aftercare program. She has witnessed many students being disrespectful to other students and staff. She is concerned about staff retention at the school.

Leah Arteaga, a Yinghua parent and employee, introduced herself and said she works at Yinghua Academy as an interventionist. She has a first, third and fifth grade student at the school. She explained how she doesn't feel like the school is what she thought it would be. She is concerned about employee turnover and sick leave at the school.

Ms. Vuong followed up by requesting the School Board act upon the parents' requests. Ms. Schneider gave background on her time on the Board and about listening to public comments. Ms. Moeller concluded that the Board appreciated hearing their thoughts and would take their comments into consideration.

XI. ADJOURN (1 minute)

Ms. Moeller concluded the meeting.

The MOTION by Dr. Haller to adjourn at 8:08 p.m. was seconded and passed.

Minutes drafted by Nathan Bode

Approved by vote of Board on: 03/18/2024