

YINGHUA ACADEMY BOARD OF DIRECTORS

Regular Meeting Minutes

Tuesday, June 11, 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), Paul Haller, Barbara Knott, Andrew Lawton, and Yinglu Zeglin

Board Members Not in Attendance: Colleen Ebinger, Amanda Schneider, and Pamella Stommes

Executive Director Not in Attendance: Dr. Luyi Lien

YACA Co-Chair in Attendance: None

Public in Attendance: Ying Zhang and Paul Landahl

I. CALL TO ORDER

Ms. Moeller called the meeting to order at 6:04 p.m.

II. APPROVALS (6 minutes)

a. 06/11/2024 Agenda

Ms. Moeller presented the draft agenda. A few questions on various topics were deferred until future meetings.

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

b. 05/20/2024 Regular Meeting Minutes

Ms. Moeller presented the minutes for the May Board meeting. A few minor edits were recommended.

The MOTION by Dr. Haller to approve the May meeting minutes as amended was seconded and passed.

III. FINANCE COMMITTEE UPDATE (16 minutes)

Mr. Robinson summarized the current financials, which are 92% complete for the 2023-24 fiscal year. The current student enrollment is 824 students. Expenditures are at 92% and revenues are at 93% of the revised annual budget. There is currently a total net gain of \$185,388 across all funds. There was discussion on various expense line items. The

current gain in Fund 04 is partly due to the Study Aboard trip where not all expenses have come in yet.

IV. GOVERNANCE COMMITTEE UPDATE (22 minutes)

Dr. Haller recommended an expansion of the current number of Board seats to 13. The Governance Committee is recommending Chris Klisch for the 13th Board seat. There was a question by Mr. Bode regarding whether a member could serve on both the Yinghua Academy School Board and YACA Board. This topic was tabled until the next Board meeting so that confirmation on the question could be determined.

Dr. Haller went on to introduce changes to YA 010 policy, Admissions and Lottery. The MN Legislature updated the statute to define staff as working 480 hours during the school year and receiving a W-2. Yinghua's policy needs to be updated to comply with current state law before the school's contract with Friends of Education can be renewed by the end of June.

The MOTION by Ms. Zeglin to approve Policy YA 010, Admissions and Lottery was seconded and passed.

Dr. Haller said the following policies were up for their 3rd reading with no changes from the last Board meeting.

- Policy 410 – Family and Medical Leave
- Policy 413 – Harassment and Violence

The MOTION by Ms. Zeglin to approve Policies 410 Family and Medical Leave and 413 Harassment and Violence was seconded and passed.

Finally, Dr. Haller mentioned Policy 208, Development, Adoption and Implementation of Policies, was up for its second reading.

V. DEVELOPMENT COMMITTEE (2 minutes)

Ms. Moeller said that she hopes to have clarity by the end of the summer on the relationship between and fundraising focus of Yinghua's two non-profits, Yinghua Academy Community Association (YACA) and Friends of Yinghua Academy (FOYA)

VI. PERSONNEL COMMITTEE (18 minutes)

Ms. Moeller gave an update on the school climate survey. There were responses from 74 teachers and staff, 154 parents, 202 secondary students (6th to 8th graders) and 154 elementary students (4th and 5th graders.) There was discussion on next steps for sharing and acting on the school climate survey. At the request of several board members Ms. Moeller is going to send out to board members detailed survey results.

VII. YINGHUA PARENT UNIVERSITY (2 minutes)

Ms. Moeller said the next Parent University in the fall would focus on the school's finances. There was a suggestion that the name of Parent University be updated to Caregiver University.

VIII. EXECUTIVE DIRECTOR'S REPORT (58 minutes)

Dr. Lien highlighted items in her most recent Executive Director's Report. There are currently 112 incoming kindergartners signed up for the fall as of today with a waitlist of 3 students. Current student attendance continues to be greater than 95%.

Term 3 has lots of academic assessments; and the school is reviewing options to reduce the number of assessments. The analysis considers where tests have overlapping coverage to identify tests that could be eliminated.

The 8th grade graduation was on June 6th.

Yinghua students are doing quite well in various Chinese language competitions. There was discussion on how students get selected for these competitions.

Staff performance reviews took place starting in May until June 12th

Dr. Lien provided some staffing updates. Mrs. Lori Magstadt has been hired as the Director of English Instruction. The school is hiring staff with the goal of leveling 2nd and 3rd grades next school year. The school invited 14 J visa educational assistants for the next year. The school plans to hire another full-time special education teacher.

Dr. Lien concluded by providing an update on an upcoming China trip that was offered to 8th graders based on their past performance.

IX. PUBLIC COMMENT (0 minutes)

None

X. ADJOURN (1 minute)

Ms. Moeller concluded the meeting.

The MOTION by Mr. Lawton to adjourn at 8:09 was seconded and passed.

Minutes drafted by Nathan Bode

Approved by vote of Board on: 07/31/2024