

YINGHUA ACADEMY BOARD OF DIRECTORS

Regular Meeting Minutes

Wednesday, July 31, 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 (Zoom), Paul Landahl (Zoom), Pamela Stommes, Yinglu Zeglin, and Ying Zhang

Board Members Not in Attendance: Bryan Haung and Andrew Lawton

Executive Director Not in Attendance: Dr. Luyi Lien

YACA in Attendance (Zoom): Mike Wilson (Chair) and Sakina Boulaayoune (Vice Chair)

Public in Attendance (Zoom): Hursha Patel

I. CALL TO ORDER

Ms. Moeller called the meeting to order at 6:05 p.m.

II. APPROVALS (6 minutes)

a. 07/31/2024 Agenda

Ms. Moeller presented the draft agenda with minor changes.

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

Note – All motions for this meeting were by roll call vote, in compliance with the Open Meeting Law, since some Board Members were participating remotely.

b. 06/11/2024 Regular Meeting Minutes

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

The MOTION by Dr. Haller to approve the June meeting minutes was seconded and passed. Ms. Ebinger, Ms. Stommes, Dr. Haller, and Ms. Zhang abstained.

III. FINANCE COMMITTEE UPDATE (10 minutes)

Mr. Robinson summarized the current financials, which are 100% complete for the 2023-24 fiscal year. The current student enrollment is 836 students. Expenditures are at

100% and revenues are at 102% of the revised annual budget. There is currently a total net gain of \$296,745 across all funds.

Mr. Robinson mentioned the 2023-2024 financials are not complete until the annual audit is complete in October. He also said that Eric Foster was researching health care insurance offerings to ensure the school has a fair premium rate. Finally, an update on Certificate of Deposits will be provided at the next Board meeting.

IV. GOVERNANCE COMMITTEE UPDATE (19 minutes)

Dr. Haller recommended an expansion of the current number of Board seats to 13. The current Board size is 12 members, but the school's bylaws allow up to 13 members. The Governance Committee is recommending Chris Klisch for the 13th Board seat. The term will be until June 2026.

The MOTION by Ms. Moeller to appoint Chris Klisch as a Board Member was seconded and passed.

Dr. Haller said the following policy was up for its 3rd reading with no changes from the last Board meeting.

- Policy 208 – Development, Adoption, and Implementation of Policies

The MOTION by Ms. Ebinger to approve Policy 208, Development, Adoption, and Implementation of Policies was seconded and passed.

Dr. Haller went on to introduce Policy 702, Purchasing, Procurement, and Contracting. The MN Legislature passed some additional statutes for disclosures of nepotism and procurement that go into effect on August 1, 2024. He recommends we pass the policy tonight to be compliant with the new state statutes.

The MOTION by Ms. Ebinger to approve Policy 702, Purchasing, Procurement, and Contracting was seconded and passed.

V. DEVELOPMENT COMMITTEE (29 minutes)

Ms. Moeller provided an update on fundraising initiatives. She is looking for alignment between the Yinghua Academy Community Association (YACA) and Friends of Yinghua Academy (FOYA). There was discussion on how YACA is more focused on supporting daily operations of the school, while FOYA is looking to establish long-term fundraising. There was agreement that there will be discussions to align fundraising activities.

VI. PERSONNEL COMMITTEE (26 minutes)

Ms. Moeller gave an update on the School Climate Survey. She summarized the feedback into the student experience and the teacher & staff experience. The students expressed concerns about the uniform policy, homework levels, behavior & bullying, and a focus on higher achieving students. The teacher & staff expressed concerns about workloads and ability to provide feedback.

This led to a discussion about the current uniform policy. Dr. Lien said the school had listened to student feedback this past spring. She will provide an update at the next Board meeting.

The School Climate Survey results will continue to be a topic at future Board meetings.

VIII. EXECUTIVE DIRECTOR'S REPORT (45 minutes)

Dr. Lien highlighted items in her most recent Executive Director's Report. There are 111 kindergarteners and 111 first graders enrolled for this coming school year. The summer extended learning is next week.

She provided an update on the Alternative Delivery of Specialized Instruction Services (ADSIS) goals. Only one of the four goals was met this past school year. Staffing of certain roles was part of the reason for not meeting all the goals.

The school hosted Summer Camp with 75 students attending. This was the first year doing full days for the camp.

The summer Taiwan trip that had 52 7th and 8th graders was from June 13th to June 28th. There was also a trip to China from June 25th to July 7th for 5 students.

The school will be using Infinite Campus for its After School program this upcoming school year. The school is in the process of redesigning its website.

A new school counselor was hired for a total of two counselors. There were six new English teachers hired with five of them filling additional roles. There were eight new Chinese teachers hired along with 14 full-year interns from China.

Finally, Dr. Lien gave updates on her performance goals which included organizational chart changes, space utilization plan, and new employee orientation & onboarding process.

VIII. YINGHUA PARENT UNIVERSITY (1 minute)

Ms. Moeller mentioned that the school's finances will be the topic of this fall's Yinghua Parent University.

IX. PUBLIC COMMENT (0 minutes)

None

X. ADJOURN (1 minute)

Ms. Moeller concluded the meeting.

The MOTION by Ms. Zeglin to adjourn at 8:22 was seconded and passed.

Minutes drafted by Nathan Bode

Approved by vote of Board on: 08/19/2024