

## YINGHUA ACADEMY BOARD OF DIRECTORS

### Regular Meeting Minutes

Monday, September 16, 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, Bryan Haung, Barbara Knott, Andrew Lawton, Paul Landahl, Pamella Stommes, Yinglu Zeglin, and Ying Zhang

**Board Members Not in Attendance:** None

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

**YACA in Attendance:** Chris Klisch

**Public in Attendance:** Fang Wu, Shu-Mei Lai, Lori Magstadt, and Hursha Patel

#### I. CALL TO ORDER

Ms. Moeller called the meeting to order at 6:00 p.m.

#### II. APPROVALS (10 minutes)

##### a. 09/16/2024 Agenda

Ms. Moeller presented the draft agenda. There were additions requested for Student Leave of absence approval, Future Board Meetings and Conflict of Interest Form signatures.

**The MOTION by Ms. Knott to approve the agenda as amended was seconded and passed.**

##### b. 08/19/2024 Regular Meeting Minutes

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

**The MOTION by Dr. Haller to approve the August meeting minutes was seconded and passed.**

##### c. Student Leave of Absence

Dr. Lien presented a student leave of absence request for September 15<sup>th</sup> to November 29<sup>th</sup>.

**The MOTION by Ms. Knott to approve the Student Leave of Absence was seconded and passed.**

III. BOARD UPDATES (4 minutes)

Ms. Moeller introduced the following new board members: Chris Klisch, Paul Landahl, Bryan Haung and Ying Zhang. The MN State Statute governing Charter schools was updated to require newly elected Board members to complete certain training before being seated. Mr. Landahl, Mr. Huang and Ms. Zhang have completed the training and are officially seated at this Board meeting. Mr. Klisch is in the process of completing the required training.

Ms. Moeller went on to remind Board members that online training is available through Charter Source. She also mentioned that the October Board meeting will include a Strategic Plan update, and the November Board meeting will include a Special Education update.

IV. ACADEMIC UPDATE (62 minutes)

The school's Academic Directors, Fang Wu, Shu-Mei Lai, and Lori Magstadt, provided the Annual Academic Report update to the Board.

Ms. Magstadt presented the results of the Minnesota Comprehensive Assessment (MCA). The update included current student performance on the state assessment test and how the current results related to the school's new contract goals. Test results were presented by four categories: 1) proficiency statewide, 2) comparative to selected school districts (St. Anthony & New Brighton, Minnetonka, Minneapolis, Friends of Education), 3) growth by student improvement year to year, and 4) achievement gap reduction for English learners and selected demographics.

Ms. Wu presented the results from tests that measured Chinese acquisition. These include the 1) Student Oral Proficiency Assessment (SOPA), 2) Oral Proficiency Interview (OPI), 3) Youth Chinese Test (YCT) and 4) Hanyu Shuiping Kaoshi (HSK). The recent year's test results were presented along with the school's goal.

Mrs. Magstadt continued the presentation by discussing results from the National Normed assessment (NWEA).

Ms. Lai presented the new Small Group Learning concept the school is implementing this school year. The goal with this initiative is to close the learning gap for any student falling behind their class level. The small groups are included in the weekly schedule for 2<sup>nd</sup> to 8<sup>th</sup> graders. The small groups help a student develop and improve in Math, Chinese and/or English. A student's specific needs are addressed to close the learning gap. There are enrichment offerings for students current at grade level. There is lesson

planning and data collection being done by teachers. This allows daily objectives to be defined that are tailored to the group's needs.

Mrs. Magstadt concluded the presentation by discussing Teacher Coaching activities. This year every teacher will be observed within the first six weeks of the school year. There will be feedback meetings that review the result of the observations. A plan for each teacher will be created that includes at least one of the school's instructional values.

V. FINANCE COMMITTEE UPDATE (4 minutes)

Mr. Robinson summarized the current financials, which are 17% complete for the 2024-25 fiscal year. Expenditures are at 11% and revenues are at 15% of the revised annual budget. There is currently a total net gain of \$462,224 across all funds. There are currently 854 students enrolled at the school. The State of Minnesota owes Yinghua Academy about \$900,000 from last year, which is not unusual. Finally, he mentioned that the Study Abroad deficit in Fund 04 is really a timing issue across fiscal years that will be resolved when the 2023-2024 financials are finalized.

VI. GOVERNANCE COMMITTEE UPDATE (11 minutes)

Dr. Haller mentioned Policy YA-005, Student Leave of Absence Policy, and who should approve the leave request. This topic was deferred until the next Board meeting.

Dr. Haller went on to highlight the work of the Governance Committee to new Board members.

VII. FUNDRAISING COORDINATING COMMITTEE (2 minutes)

Ms. Stommes mentioned that the Development Committee is now the Fundraising Coordinating Committee. Upcoming fundraising events include the YACA International Fall Festival on October 5<sup>th</sup> and the Give to the Max campaign on November 21<sup>st</sup>.

VIII. YINGHUA / FOYA FUNDRAISING COMMITTEE (6 minutes)

Ms. Moeller introduced the Yinghua / FOYA Fundraising committee and that the first meeting is being scheduled. There was a question if this was a new Yinghua Board committee and if a vote of approval should be done. This topic was deferred until the next Board meeting.

IX. EXECUTIVE DIRECTOR'S REPORT (25 minutes)

Dr. Lien presented the Open Enrollment dates for the 2025-2026 academic year. The Open Enrollment period will be from January 8<sup>th</sup>, 2025, to February 13<sup>th</sup>, 2025, with the lottery being held on February 14<sup>th</sup>, 2025.

**The MOTION by Mr. Robinson to approve the Open Enrollment dates for the 2025-2026 academic year was seconded and approved.**

Dr. Lien went on to summarize topics from her executive director's report. Yinghua's middle school is currently ranked 2<sup>nd</sup> in the state of Minnesota. She further explained some of the test results from the Annual Academic update highlighting some pre-pandemic vs. current results. The school has renovated room 151 to help with space utilization. The school is offering billing option through Infinite Campus to streamline payment processing. Corey Magstadt was hired as the new Director of Communications and Marketing. Finally, the school bag distribution to Middle Schoolers has been a hit.

X. PUBLIC COMMENT (0 minutes)

None

XI. ADJOURN (1 minute)

Ms. Moeller concluded the meeting.

**The MOTION by Mr. Robinson to adjourn at 8:05 p.m. was seconded and passed.**

Minutes drafted by Nathan Bode

Approved by vote of Board on: 10/21/2024