

YINGHUA ACADEMY BOARD OF DIRECTORS

Regular Meeting Minutes

Monday, December 8th, 2025, 6:00 p.m.

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

Board Members in Attendance: Colleen Ebinger (Chair), Yinglu Zeglin (Secretary), Chris Klisch (Treasurer), Paul Landahl, Bradly Byykkonen, Jessica Griffin, Brian Strahan, Catherine Wang Yang, Trupti Storlie, Ying Zhang, Bryan Huang, Pamella Stommies

Board Members Not in Attendance: Cindy Moeller

Executive Director in Attendance: Dr. Luyi Lien

YACA in Attendance: Mike Wilson

Public in Attendance: Janel Bitzan (left at 6:25 pm)

I. Call to order (6:02 pm)

Ms. Ebinger called the meeting to order at 6:02pm.

II. Approvals (6:02-6:37 pm)

A. 12/8/2025 Agenda

Ms. Ebinger presented the draft agenda for the December board meeting.

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

B. 11/17/2025 Meeting Minutes

Ms. Ebinger presented the minutes of the November Board meeting.

The MOTION by Ms. Ebinger to approve the November meeting minutes was seconded and passed.

C. Audit Presentation

Janel Bitzan, from BerganKDV (Yinghua Academy's Auditor), presented the basic financial statements and the communications letter to the board.

The MOTION by Mr. Strahan to accept the audit report was seconded and passed.

D. Leave of Absence Request

Dr. Lien reported that five K–8 students will be absent for approximately 20–24 days due to overseas or domestic family visits in December. All students have made academic plans with the academic directors.

The MOTION by Ms. Griffin to approve the leave of absence was seconded and passed.

E. New Hires & Separations

Dr. Lien shared that there are 3 new part-time hires for para positions this month.

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

III. Election of 2026 Board Officers (6:37-6:37 pm)

Ms. Ebinger, Ms. Zeglin, and Mr. Klisch were reelected to the Chair, Secretary, and the Treasurer positions respectively.

The MOTION by Ms. Storlie to approve all of the officers' positions was seconded and passed.

IV. MOU with Minnesota Online High School (MN Online) (6:37-6:52 pm)

Dr. Lien presented that some teachers will write the curriculum for Advanced 1, Advanced 2, and AP Chinese for MN Online. A few teachers also teach these courses for MN Online. The board discussed the program details and the financial comparison.

The MOTION by Ms. Storlie to approve the MOU was seconded and passed, and the board will revisit this contract in the June 2026 Board meeting.

V. 2026-2027 School Calendar (6:52-7:28 pm)

Dr. Lien presented the draft school calendar for the 2026–2027 school year and explained the logistics behind it. The board discussed the pros and cons of the calendar, as well as childcare program needs for some non-school days.

The MOTION by Mr. Huang to approve 2026-2027 School Calendar was seconded and passed, suggesting that there will be a 2nd page for the calendar to explain the logistics due to the variance with local district school year start and end dates.

VI. Kindergarten Enrollment for 2026-2027 School Year (7:28-8:21 pm)

Dr. Lien presented the projected numbers for Kindergarten Enrollment in the 2026-2027 school year. The board discussed the building capacity and the newcomers. The board

will look into the older sibling priority enrollment policy first, because that factor impacts the enrollment number. Dr. Lien will look into the student numbers and bring that data back to the board to look into further.

VII. Finance Committee Update (8:21-8:22 pm)

Mr. Klisch shared an overview of the November financials. We are at the 25% budget balance at this time of the year.

VIII. Fundraising Committee (8:22-8:26 pm)

Mr. Huang shared that the Fundraising Committee has the 20th Anniversary banquet planned in May. The committee has been planning a 2026 September fundraising activity.

IX. Governance Committee (8:26-8:36 pm)

Dr. Zhang brought a few dress code concerns to the board.

X. Highlights of Executive Director's Report (8:36-8:39 pm)

Dr. Lien emphasized some highlights:

- The West Meets East Book published
- A new sister school from Hebei province

XI. Public Comment

No comment.

XII. ADJOURN (8:39 - 8:40 pm)

Ms. Ebinger concluded the meeting.

The MOTION by Ms. Ebinger to adjourn the meeting was seconded and passed.

Minutes drafted by Yinglu Zeglin

Approved by vote of the Board on 01/12/26.