YINGHUA ACADEMY BOARD OF DIRECTORS

Regular Meeting Minutes

Monday, September 21st, 2026, 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), Bradly Byykkonen, Cindy Moeller, Brian Strahan, Gretchen Nguyen, Paul Landahl, Jessica Griffin, Ying Zhang

Board Members Not in Attendance: Bryan Huang, Catherine Wang Yang

Executive Director in Attendance: Dr. Luyi Lien

YACA in Attendance: Mike Wilson

Public in Attendance: Dr. Anaya Mitra (6:50- 8:08 pm)

I. Call to order (6:01 pm)

Ms. Ebinger called the meeting to order at 6:01 pm.

Some of the board members who were absent in the August board meeting took the oath and signed the oath documents.

II. Approvals (6:02 - 6:29 pm)

A. 9/21/26 Agenda

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

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

B. 8/17/26 Meeting Minutes

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

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

C. Consent Agenda

Dr. Lien presented the list of new hires and staff separations. The board requested additional information regarding the Academic Director, Family Engagement, and Executive Assistant positions. Dr. Lien provided additional context regarding the logistics of certain position restructurings.

The board also asked about the exit interview process for staff who have left Yinghua Academy. Dr. Lien shared that she will ask the HR Director to provide the HR Committee Lead with an update on current practices and develop a plan for the exit interview process for further committee feedback.

The Governance Committee will review the relevant policies and develop a plan to address the open board seat following Pamela Stommes' departure from Yinghua Academy as a board member.

The MOTION by Mr. Landahl to approve the new hires and separation was seconded and passed.

D. 2027-2028 Open Enrollment Period

Dr. Lien shared the planned dates for the 2027–28 Open Enrollment period, which will run from January 5, 2027, through February 25, 2027. She also presented the proposed lottery date of February 26, 2027, at 5:00 pm. The board discussed the history of the enrollment process and voted on the proposal.

The MOTION by Mr. Landahl to approve the proposed Open Enrollment period and the lottery date was seconded and passed.

III. Finance Committee (6:29- 6:49pm, 8:08-8:12 pm)

Enrollment and Budget:
The school is currently four students below the enrollment projection used for the overall budget. One contributing factor is the recent update to the enrollment policies, which has resulted in fewer older siblings enrolling. The resources previously allocated to intensive Chinese instruction for that group of students will instead be used to support teachers and current students.

The fund balance is currently at 24% due to a one-time Q-Comp payment. The school expects to receive reimbursement from the state for Q-Comp during the year, which should bring the fund balance back above 25%. In the meantime, the school will follow up with its authorizer regarding how long the fund balance may remain below 25% and whether any additional action is needed to maintain compliance.

Board Member Resignation:
Mr. Klisch shared that he will resign from his positions as a board member, Treasurer, Finance Committee Chair, and from other roles related to Yinghua Academy due to a

job relocation. The board expressed its appreciation for Mr. Klisch's contributions and service to the Yinghua Academy community.

Insurance Renewal Timeline:
Dr. Lien shared the timeline for next year's insurance renewal and discussed the possibility of an increase in insurance rates. This information will help the board plan for next year's staff salary budget.

IV. Presentation on Results of School Climate Survey (6:49-7:50 pm, 8:00-8:08 pm)

Dr. Mitra, who supported Yinghua Academy with the survey analysis, volunteered her time and did not receive compensation for the 2026 school climate survey analysis and presentation.

In May 2026, Yinghua Academy conducted school climate surveys with all staff, students in grades 5–8, and all families. Dr. Mitra presented the survey design and methodology, as well as an overview of how to interpret the survey scores. The survey had a high student participation rate, with 99% of students participating. Staff participation was 69%, and 37% of parents participated, representing 255 responses.

Highlights of the Survey Results:

- Students: Student engagement and sense of belonging were identified as strengths. Food was identified as an area for improvement.
- Staff: Teaching resources, leadership support, and professional development were identified as strengths. Salary and benefits were identified as areas for improvement.
- Families: 93% of responding families indicated that they were satisfied with Yinghua Academy. Communication and family engagement, as well as student well-being and belonging, were identified as areas for growth.

The board discussed potential next steps based on the survey results, including how to address the feedback and close the communication loop with the school community and the groups that participated in the survey.

V. Strategic Planning Update (7:50-8:00 pm)

Ms. Moeller presented an overview of the history of the previous strategic planning process with the Prouty Project.

VI. Review and Confirm Committee Meeting Dates (8:14- 8:17 pm)

Ms. Ebinger confirmed the committee meeting dates with the board members.

VII. Highlights of Executive Director's Report (8:17-8:19 pm)

Dr. Lien highlighted the following updates:

- A Yinghua student was invited to China this month to participate in the Chinese Bridge Competition and was named Champion of the Americas.
- Yinghua Academy is officially recognized as a Project ADAM Heart Safe School.

VIII. Public Comment
NA

IX. ADJOURN (8:19 - 8:20 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 October 19th, 2026.