

**YINGHUA ACADEMY**  
**Board of Directors Meeting**  
**(as approved at the 1/9/06 board meeting)**  
**December 5, 2005**  
**6:30 – 8:30 p.m.**  
**St. Anthony Park Library**

**Meeting Minutes**

Cindy Moeller, Board Chair, called the meeting to order at 6:30 p.m.

**Current Board Members In Attendance**

Danling Cai, Cheryl Dickson, Laura Harris, Cindy Moeller, Doug Parish, Kristina Schatz, Jennifer Yan, and Larry Yan

**Current Board Members Not In Attendance**

Jennifer Billig

**Other People/Prospective Board Members in Attendance**

Zhining Chin and Michael Van Keulen

**Welcome**

Ms. Moeller welcomed everyone to the board meeting. Each attendee introduced himself/herself.

The agenda was approved unanimously.

Ms. Moeller acknowledged the resignations of board members Cathie Erickson, Julie Eigenfeld and Carol Summers. Ms. Dickson made a motion to accept the resignations of these three board members. Ms. Harris seconded the motion. The motion carried unanimously.

The minutes of the November 17, 2005 board meeting were approved unanimously.

**Governance Issues**

Ms. Moeller briefly discussed information that she received from the Office of the Attorney General regarding the roles and responsibilities of board members. She indicated that she would be mailing out this information to board members.

Ms. Moeller discussed the need to elect two additional board officers: Secretary and Vice Chair. She also discussed the need to appoint a chair or “point person” for the Facilities and Curriculum Committees.

After some discussion, the board agreed to defer action on electing board officers and committee chairs/leads until additional board members are appointed. Ms. Harris volunteered to act as the interim board Secretary.

The board heard from Zhining Chin about her background and her interest in developing a school with an emphasis on Chinese language and culture. The board approved by acclamation the addition of Zhining

Chin to the Harriet Bishop Academy board of directors. The board also invited Michael Van Keulen to join the board or act in an advisory capacity.

Ms. Moeller asked for volunteers to take the lead on curriculum and facilities issues. Ms. Chin volunteered to act as the lead on curriculum issues and Danling Cai and Jennifer Yan agreed to provide back-up support to Ms. Chin. Kristina Schatz agreed to be the point person on facilities issues with Larry Yan providing support.

### **Name of the School**

The board discussed several possible names for the school. Ms. Chin made a motion to rename the school “Yinghua Academy.” Ms. Cai seconded the motion. The motion carried unanimously.

Several board members suggested that the group also choose a Chinese name for the school that would be used in translated publications, etc. Ms. Dickson made a motion to use the Chinese name “Yinghua Xuexiao.” Doug Parish seconded the motion. The motion carried unanimously.

### **Facility Update**

Ms. Schatz provided an update on the search for a school facility. One possibility is the Twin Cities Chinese Christian Church in Lauderdale. While this building is in a good location and has plenty of space, the building is far larger than we need at this point and the owner wishes to sell, rather than lease.

The L’Etoile du Nord French Immersion School facility is another possibility. The school is in a building in South Como that is leased by the St. Paul school district. While the space would probably work for our school, the French Immersion School does not have an alternative location to move to.

Pratt Elementary School in Prospect Park was identified as another possible site for our school. Pratt is part of the Minneapolis school district that is losing enrollment and is on the verge of closing its doors. Board members suggested that we contact Pratt about leasing space in their building even though it’s a long shot.

The board also discussed the vacated Franks Nursery building in Roseville as a possible site.

Mr. Van Keulen suggested that the board also contact potential corporate sponsors to inquire about space that they may be willing to lease to our school.

Tom Stella with United Properties will review commercial real estate listings in the area to determine if there are other facilities that will meet our needs. Ms. Harris also offered to contact city officials in our target communities to inquire about buildings for lease.

Mr. Parish agreed to run budget numbers on various school models (number of students, number of grades and number of classes).

### **Language Immersion**

The board concluded the meeting with discussion about various language immersion models. Board members briefly shared information that they collected from interviews with several immersion programs and offered their preferences for different models.

Board members discussed the mission of the school and how different types of language immersion models would support the mission.

Ms. Moeller suggested that we schedule another December board meeting to continue the discussion regarding language immersion. Members agreed to meet on December 19, 2005 from 6:30-8:30 p.m.

Ms. Moeller adjourned the meeting at 8:55 p.m.