

Yinghua Academy Board Meeting Minutes
January 8, 2007

BOARD MEMBERS IN ATTENDANCE

Sandy Doubek, Cindy Moeller, Kristina Schatz, Michael VanKeulen, Margaret Wong

BOARD MEMBERS NOT IN ATTENDANCE

Larry Yan, Zhining Chin, Doug Parish

DIRECTOR IN ATTENDANCE

Besty Lueth

OTHERS IN ATTENDANCE

Luyi Luen

12/04/06 BOARD MEETING MINUTES

Board Meeting Minutes approval dismissed until the end of the meeting or the next meeting

AGENDA

Motion to approve the agenda forwarded by Sandy Doubek. Mr. VanKeulen seconded the motion.
Motion passed unanimously.

DIRECTOR'S REPORT

Purchases. 8 computers for NWA testing
 Room divider
 Lunch room table

Free Items. White board

Enrollment. Five new students in January
 Current Enrollment is 84 total students
 Three students have left to date for varied personal reasons

Exit Interview: Mr. VanKeulen will create a draft of an exit interview to be given to parents upon exit.

2007 Application Process for Siblings and Returning Students.

Returning families and families with siblings entering K need to send in an application. Ms. Lueth will be sending and "intent to return card" and inform parents that they need to let us know of siblings entering Kindergarten.

Recruitment.

Family tours

Jan 20th St. Paul Public School Fair from

Jan. 20th Open House

Feb. 26th FCC New Years Celebration

February 3rd Open House

Staffing. Ms. Dong Hong has been given her work permission will not need to take a leave. Ms. Chen will be our on-call substitute and will teach an evening parent class beginning in February.

Retention and Education

Long term planning committee will be discussing teacher retention and education.

Art teacher

Ms. Fei has been hired to teach art once a week.

Other teacher news

Ms. Wu is now teaching at all grade levels.

Other Programs

Ms. Lueth will be going to Kansas City to visit the Confucius Institute and the Kansas City Department of Education.

St. Cloud Public Schools delegation will be coming January 19th. They want to start a Chinese magnet immersion program.

Mtka school district will be starting 2 Chinese Immersion K classes in the Fall.

Reporting

MARSS report was submitted and had zero errors

CREDO report submitted and had some errors that will be corrected

STAR report due January 31st, 2007

Discipline Policy

- 1) Student Discipline Policy: Available in the Student Handbook
- 2) Student Discipline Guidelines: Available upon request

Ms. Lueth is also working on internal referral documents for the staff.

With the amendments made today Mr. Van Keulen made a motion to approve the policies. Seconded by Margaret Wong. Passed unanimously.

UPDATES/OLD BUSINESS

FINANCIAL REPORT

Ms. Lueth distributed the Executive Audit Summary and Management Report in Mr. Parish's absence.

December financials will be available at the next board meeting.

The Café Press has generated approximately \$130.00 to date.

BOARD MEMBER ELECTIONS

Ms. Moeller updated the board as to potential possibilities for board member elections. Board members reviewed several options and all felt that the option in which there will be a board election in June 2007 with three seats up for election is the best option. All board terms would be 3 years with no term limits. Ms. Wong moved that we adopt this option. Ms. Doubek seconded this motion. Motion approved unanimously.

YACA

A direct drive fundraiser will be conducted this month.

YACA is communicating with parents about what they are doing.

YACA will have board elections this spring.

YACA is beginning to plan the Spring Cultural Fair on April 28th

NEW BUSINESS

STRATEGIC PLANNING COMMITTEE

Strategic Planning Committee had their first meeting in December. Ms. Moeller gave the board an overview of the committee discussions. Committee meeting minutes are attached. The next strategic planning committee will be later in January.

Ms Moeller suggested that we consider creating a nominating committee for potential board members.

Mr VanKeulen recommended that the planning committee add a discussion of community involvement.

MARKETING

Ideas, Lawn signs, Banner, Window Clings, Press Releases, Newspaper Ads

We will consider a few marketing ideas for now and revisit this at the Jan. 29th board meetings.

GRANT WRITING – Due Feb. 5th. Ms Moeller and Ms Lueth have been working on the application to be chosen for a \$25,000 grant.

BUSING

Ms. Schatz recommended that busing be considered in the strategic planning committee

Ms. Wong announced the February 11 US China Peoples Friendship Association New Year Banquet

ADJOURNMENT

At 8:15 Ms. Moeller closed the meeting for discussion of a personnel matter.