

Yinghua Academy Board Meeting Minutes  
April 13th, 2009

BOARD MEMBERS IN ATTENDANCE

Joe Yang, Cindy Moeller, Clark Liu, Naomi Mueller, Keri Norell, Maryann Choy, Sandy Doubek, Luyi Lien, Kristina Schatz, Doug Parish (left meeting early)

BOARD MEMBERS NOT IN ATTENDANCE

DIRECTOR IN ATTENDANCE

Betsy Lueth

Ms. Moeller called the meeting to order 6:30 pm.

AGENDA

Mr. Parish made a motion to approve the agenda with a few changes, with Ms. Schatz seconding the motion. Board voted to approve the agenda and the motion carried.

MINUTES FROM MARCH 16<sup>TH</sup>, 2009 BOARD MEETING

Ms. Choy made a motion to approve the March 16<sup>th</sup>, 2009 meeting minutes with a few changes, with Ms. Lien seconding the motion. Board voted to approve the minutes and the motion carried.

MINUTES FROM APRIL 6TH, 2009 BOARD MEETING

Ms. Norell made a motion to approve the April 6<sup>th</sup>, 2009 minutes with Ms. Choy seconding the motion. Board voted to approve the minutes and the motion carried.

DIRECTOR'S REPORT

ENROLLMENT

- Currently there are 238 students enrolled, K – 75, 1<sup>st</sup> – 48, 2<sup>nd</sup> – 50, 3<sup>rd</sup> – 24, 4<sup>th</sup> – 25, 5<sup>th</sup> – 16. For the 2009 – 2010 school year there are 75 students enrolled in K (37 on wait list), 1<sup>st</sup> has 13 on wait list, 2<sup>nd</sup> has 4 on wait list, 3<sup>rd</sup> has 2 on wait list, 4<sup>th</sup> has 2 on wait list, 5<sup>th</sup> has 1 on wait list, 6<sup>th</sup> has 1 new enrollment.

CURRICULUM

- The grade level expansion plan has been reviewed and approved by Friends of Education, and was submitted to MDE on April 6, 2009.
- The school is preparing for the National Chinese Language conference.
- Dr. Helena Curtain will be evaluating the school program at the end of May.
- The school has started a school-wide “Bully Prevention” curriculum hiring a 4-hour a week Social Skills Teacher to work with some students to help with this concern.
- This month is Tolerance and Acceptance month, Tolerance MN will be conducting the Color Project with all students.

FACILITIES

- The school sent an email to get a quote from Raj for the maintenance work to be done for CPE.

FINANCIAL/GRANT

- Advanced Placement grant opportunity.
- StarTalk grant is still pending.
- FLAP grant has not yet been announced.
- The school is pursuing a technology plan with the state to become eligible for state Technology grants.

- The school is applying for a Teachers of Critical Languages grant, which allows for one teacher all expenses paid by the federal government.
- The school is applying for a Taiwanese research grant.

#### REPORTING

- CREDO reporting is completed.
- FNS Audit report will be finalized by May 1<sup>st</sup> due to “missing” information from MDE in the original audit letter.

#### STAFFING

- The school has extended two offers to classroom immersion teachers. One has accepted the position and one will let the school know by the end of the week.
- The school is continuing to interview for all available positions.
- The school will need to hire two additional positions. Total impact is \$2000 in excess of the current budget.
  - Social Skills Specialist for 8 weeks @4 hours/week
  - Home Bound Teacher for 10 weeks @5 hours/week.

#### STUDENTS/FAMILIES

- Several families have stated to the school how happy they are with the news of the new building.
- Some families, particularly in Woodbury and Highland Park, have concerns about whether busing will be offered – even a fee-based busing.
- The school has 4-5 students’ families in the current fifth grade indicate they will not be returning next year regardless of whether the school has a sixth grade. The school will be promoting the sixth grade expansion to discuss the math, technology, science components and the pre-AP curriculum and may consider specific target advertising for students in this grade.
- The parent satisfaction survey results-to-date is complete. In general, the parents are satisfied with school overall with lower ratings in a few areas such as facilities, lunch program and after school care.

### UPDATES/OLD BUSINESS

#### BETSY’S PERFORMANCE APPRAISAL

- Ms. Moeller reminded the board to give input to her by April 19<sup>th</sup> for Betsy’s performance appraisal.

#### EVENTS

- Ms. Doubek did not have any updates and is reviewing information for a May 2<sup>nd</sup> block party in NE Minneapolis.

#### FACILITIES

- Mr. Yang gave a brief update on the facilities committee, which will begin planning for the move to the Putnam building. The next facilities committee meeting will be in a few weeks. Mr. Yang shared with the board some updated information about the Putnam school and the Mpls. parks board.

#### FINANCE

- Mr. Parish had to leave the meeting early so there was no finance report given during this meeting.

#### FUNDRAISING

- Ms. Lueth gave the board an update on some fundraising opportunities. The fundraising committee is beginning to raise money for the school. The 3M foundation visited the school on Monday April 13, 2009.

#### MARKETING COMMITTEE

- Ms. Schatz shared with the board her brown bag lunch about Yinghua Academy at Target Headquarters, which had about 50 people attend with a lot of interest for the school. The marketing department is still actively pursuing volunteers. Ms. Doubek and Ms. Schatz are reviewing the possibility of merging the Events and Marketing Committees.

#### TEACHER MAJORITY WAIVER REQUEST

- Ms. Moeller shared with the board that she had received a suggestion from MDE re an improvement to the document Yinghua Academy had submitted. Ms. Moeller has responded to this suggestion.

#### TECHNOLOGY COMMITTEE

- Mr. Liu has formed the Technology Committee, with Dave Waldoch, Chemin Chu, Alan Sandau and Rebecca Kreitzer who have agreed to join this committee.

#### YACA

- Ms. Moeller updated the board on YACA. A few parents went to the Putnam school to play on Saturday afternoon, April 11<sup>th</sup>. These parents looked around the outside of the school building and the playground and thought the location has great potential for Yinghua Academy. YACA general membership will be Thursday May 7<sup>th</sup> at 6 pm with Nyssa Maria Brown speaking who is the Music Education Coordinator for Minnesota Perpich Center for the Arts Education.

#### YINGHUA BOARD DINNER

- Possibly June 29<sup>th</sup> after the board meeting. Place and time to be determined.

#### BOARD CANDIDATES

- Ms. Moeller shared with the board that so far one candidate has expressed an interest in running for a seat on the Yinghua Academy board.

#### NEW BUSINESS

##### BUSING

- There is a request from parents for busing options from Woodbury and Highland Park areas. The school will need one bus in Minneapolis for the 2009 – 2010 school year. The school will be reviewing and presenting options in the next couple of board meetings.

##### STAFFING PLAN

- Ms. Lueth shared with the board the staffing plan for the 2009-2010 school year. After the board reviewed and discussed the staffing plan, Ms. Choy made a motion to approve the preliminary staffing plan for the 2009-2010 school year with Ms. Schatz seconding the motion. Board voted to approve the preliminary staffing plan and the motion carried.

##### SCHOOL CALENDAR

- Ms. Lueth reviewed with the board the outline of the 2009-2010 school calendar, which begins the school year after Labor Day and ending June 11<sup>th</sup>, 2010. The board reviewed and discussed the calendar including what the calendar would look like if the school started the week before Labor Day and proposing two additional floating holidays for the staff. After numerous discussions, Ms. Mueller made a motion to approve the calendar for the 2009-2010 school year with starting the school year after Labor Day and ending on June 11<sup>th</sup>, 2010 including the addition of two floating holidays. Ms. Schatz seconded the motion and the Board voted to approve the school calendar for the 2009 – 2010 school and the motion carried.

#### BOARD MEETINGS FOR JULY/AUGUST/SEPTEMBER

- The board reviewed possible meeting dates for the months of July, August and September. Ms. Choy made a motion to approve the proposed board meeting dates, with Dr. Lien seconding. Board voted to approve the proposed meeting dates for July, August and September and the motion carried.
  - July 20<sup>th</sup>, 2009
  - August 10<sup>th</sup>, 2009
  - August 31<sup>st</sup>, 2009
  - September 21<sup>st</sup>, 2009

#### ISES for SPECIAL EDUCATION SERVICES

- The board reviewed and discussed the proposed ISES contract for the 2009 – 2010 school year. After discussion, Ms. Schatz made a motion to approve the ISES contract for Special Education Services with Ms. Lien seconding the motion. Board voted to approve the ISES contract and the motion carried.

#### ADJOURNMENT

Ms. Mueller made a motion to adjourn the meeting with Ms. Norell seconding. Board voted in favor of the motion to adjourn the meeting and the motion carried.

Meeting was adjourned at 7:41 pm for a closed meeting discussion related to the lease of 1355 Pierce Butler Route to College Prep Elementary. Since Yinghua Academy's lease on this facility goes to 6/30/11, there will be a 3-party lease between Raj Saraf and his associates (who own this building), College Prep Elementary, and Yinghua Academy.