

Yinghua Academy Board Meeting Minutes

April 16th, 2007

BOARD MEMBERS IN ATTENDANCE

Cindy Moeller, Kristina Schatz, Margaret Wong, Larry Yan, Sandy Doubek, Doug Parish

BOARD MEMBERS NOT IN ATTENDANCE

Michael VanKeulen

DIRECTOR IN ATTENDANCE

Betsy Lueth

OTHERS IN ATTENDANCE

Peter Aviom, Luyi Lien

Meeting Called to Order at 6:40 P.M. by Ms. Moeller.

INTRODUCTIONS

Introductions were made of visiting community members and Yinghua Board and Staff.

AGENDA

A motion to approve the agenda was forwarded by Ms. Doubek. The motion was seconded by Mr. Parish and was approved unanimously.

3/26/07 BOARD MEETING MINUTES

With one correction a motion to approve the 3/26/07 board meeting minutes was forwarded by Mr. Parish. The motion was seconded by Ms. Doubek and was approved unanimously.

DIRECTOR'S REPORT

1) Enrollment Report

- K - 40 applicants have returned enrollment packets have been received. Seven students on the wait list were contacted today to be given the option to now enroll.
- 1st - 45 students enrolled (37 returning students and 8 new students)
- 2nd - 25 returning students with 2 on the wait list
- 3rd - 17 student (14 returning with 3 new students)
- 4th - 8 students (5 returning plus 3 new enrollments)

2) School Calendar 2007-2008

Ms. Lueth proposed the following changes to our calendar:

- June 10th for the last day of school (adding three school days in order to increase professional development days.
- 173 student contact dates total

Ms. Doubek forwarded the motion to approve the calendar with 173 student contact days and 13 professional development/conference days. The motion was seconded by Ms. Wong and passed unanimously.

3) Curriculum

Ms. Lueth and Ms. Lien attended a Chinese Education conference in San Francisco. Over 500 people were in attendance. All are working on Mandarin programs across the country. There is a K-16 Mandarin scope and sequence being developed. The K-16 sequences are requiring traditional character introduction early on. Ms. Wong consulted with the Yinghua team regarding the introduction of traditional characters and together they have made a decision not to change the curriculum this year but will be adding traditional characters next year.

4) Homework

Ms. Lueth has had discussions with Ms. Fortune from the University of MN CARLA; and Ms. Fortune has advised that we begin using theme based homework. Piloting will take place at the end of the month in first grade.

5) Gifted and Talented

We will begin testing for Gifted and Talented and will provide different challenges for these students.

6) Curriculum Quarter

New monthly newsletter as a resource for parents

7) Grant Writing

A grant was submitted to the Carlson Foundation for \$40,095.00 in order to help support our teachers in getting their appropriate education for licensure. This grant will be considered at their board meeting on June 15th, 2007.

We are still waiting to hear from Goldman Sachs.

Grant Proposals for next year

FLAP – \$150,000.00 - Ongoing curriculum development and research

MN Mandarin Chinese Grant – \$25,000 – Seed money for new programs.

Technical Grant - \$30,000 – Ms. Lueth would like us to find and apply for a technical grant

8) Uniforms.

Ms. Lueth is planning to research and offer another option for uniforms.

Ms. Lueth will be sending out a packet to new students that will include:

- Uniform policy
- Family Handbook
- School calendar
- Options for raising money

UPDATES/OLD BUSINESS

FINANCIAL UPDATE

We are on track with our 2006 budget.

2007 – 2008 budget will be finalized this month for board approval in May.

We will have further updates about the segregation of duties in May.

FACILITY UPDATE

Our Landlord is currently looking at the building plans through 2011. He will provide us with costs associated with the build out for 2007-2008 and 2008-2009. He will also look at the plans through 2011 for feasibility.

YACA UPDATE

General membership meeting was held on Wednesday March 28th, 2007. Ms. Doubek reported that about 20 parents attended and that it was a very productive meeting. The next YACA meeting is Wednesday April 18th. Parents would like to have curriculum discussions, guest speakers,

MARKETING

Ads are being placed strategically in local area papers.

NEW BUSINESS

JOB DESCRIPTION AND ESSENTIAL RESPONSIBILITIES – Director

Many suggestions were made by board members for the Director job description. Ms. Moeller and Ms. Lueth will revise and bring back to the board at the next board meeting.

CARNIVAL FUNDRAISER MAY 18th

Ms. Lueth has suggested that our carnival raise funds for another organization. The board agreed that that was a very good idea. Ms. Lueth will be suggesting a beneficiary for any funds raised at the carnival. The uniform exchange and welcoming of new parents will all be part of the carnival.

MENTOR FAMILIES

YACA may be taking on a mentor family program

YACA may also be able to help with recruiting parents to help with school tours.

CLOSED MEETING

At 7:55 the meeting was closed to discuss a personnel issue

ADJOURNMENT

Mr. Parish motioned to adjourn and Mr VanKeulen seconded that motion. The meeting was adjourned at 8:35 PM.