

Yinghua Academy Board Minutes
April 28, 2008

BOARD MEMBERS IN ATTENDANCE

Cindy Moeller, Clark Liu, Joe Yang, Michael VanKeulen, Sandy Doubek, Margaret Wong, Luyi Lien, Larry Yan, Doug Parish

BOARD MEMBERS NOT IN ATTENDANCE

Kristina Schatz

DIRECTOR IN ATTENDANCE

Betsy Lueth

VISITING

Ruth Straub, Abigail Pribbenow, Maryann Choy

Meeting was called to order at 6:37 pm

AGENDA

The board reviewed the agenda and Mr. Yan made a motion to approve the agenda with Mr. VanKeulen seconded. Motion passed unanimously.

Minutes from the April 13, 2008 Facilities Meeting

Mr. Yang made a motion to approve the minutes, Mr. VanKeulen seconded. Motion passed unanimously.

Minutes from the April 13, 2008 Board Meeting

Mr. VanKeulen made a motion to approve the minutes, Mr. Yang seconded. Motion passed unanimously.

2008-2009 SCHOOL CALENDAR

Ms. Lueth shared with the board the 2008 – 2009 Yinghua Academy proposed school calendar which is based on the St. Paul School calendar for professional development days and holiday breaks.

Tally: 173 Contact Days (1st – 5th grade), 171 contact days (K), 11 professional Development days.

Ms. Wong recommended to add June 1st, 2009, “Children’s Day” which is widely recognized by the Chinese culture and eliminate May 28th Yinghua Academy Dragon Boat Festival Celebration. Mr. Parish made a motion to approve the 2008 – 2009 calendar, Mr. Yan seconded. Motion passed unanimously.

REPORT FROM THE DIRECTOR

Ms. Lueth’s reported that currently Yinghua has 152 students with one student who will be joining the kindergarten class week of May 5th.

Curriculum

The school is ordering Singapore materials, preparing for the Immersion Conference at MAIN, working on end of year oral language testing, planning the World Language Curriculum Workshop this summer and planning the Artistic and Scientific Partnerships for the 2008 - 2009 school year.

Facilities

Yinghua Academy is starting facility planning next year and construction plans.

Financial/Grant

- Yinghua is lead author of a federal FLAP (Foreign Language Assistance Program) Grant Consortium (i.e., the Minnesota Mandarin Immersion Collaborative) including U of MN, Hopkins, Minnetonka and St. Cloud immersion programs which will be completed and submitted in May, 2008.
- The school has started writing Q-Comp for the 2008 – 2009 school year.
- The 2008 – 2009 budget and long-term budget are complete.
- School is reviewing busing for the 2008 – 2009 school year and is considering conducting a survey to the students eligible in the St. Paul School District outlining the proposed bus route with potential times students would spend on the bus and implications to the school funds.

Reporting

CAP needed for audit, CREDO report due 4/30, FLAP application due 4/30, Presentation to Friends of Ascension on 5/1.

Staffing

- Three of the four H1B candidates have received the H1B receipts with the option of another candidate possibly qualifying for a P3 Cultural Expert.
- School is continuing to conduct interviews with candidates for the 2008 – 2009 school year.

Students/Families

- May 3rd is Clean-Up Day
- May 16th is School Carnival
- May 17th is Passage to China
- May 29th is Kindergarten Round-up
- June 5th is Academic Exhibition Day

UPDATES/OLD BUSINESS

FINANCIALS

Selection of an Auditor

Mr. Parish sent follow-up letters and is coordinating the switching materials to new auditing team with a kick off meeting in May. Yinghua Academy has selected KDV to be the auditor.

March 2008 Financial Statements

Mr. Parish outlined the Fund Balance “At a Glance.” Motion was made Ms. Wong, with Mr. VanKeulen seconding, to approve the proposed amended budget for the remaining 2007-2008 fiscal year.

FACILITIES

Mr. Yang gave the board an update on forming a facilities committee to begin reviewing a few prospective locations.

YACA

Ms. Doubek gave a report on YACA which included,

- Elections for the open board positions will be held in May 15th,

- Sandy Norris has accepted the position of YACA Treasurer
- YACA is coordinating spring clean-up day on Saturday May 3rd.

ANNUAL MEETING AND YINGHUA BOARD ELECTIONS

Ms. Moeller reviewed the annual meeting calendar.

Proposed timing for changing a few of the key dates for election was reviewed.

- Letters to parents Thursday, May 22nd or Friday, May 23rd
- Ballots mailed Wednesday, June 4th
- End of the year picnic and candidate forum Saturday, June 7th
- The last time/date ballots can be submitted up until 5PM on Thursday, June 19th and tallying of the votes will be that evening.

Mr. Parish made a motion to modify the dates for the 2008 board elections and end of the year picnic with Ms. Wong seconding the motion. The motion passed unanimously.

NEW BUSINESS

PARENT SURVEY

The board reviewed the parent survey and will continue discussing opportunities for improvement.

PROPOSED 2008-2009 YINGHUA ACADEMY BUDGET

Mr. Parish handed out the 2008-2009 proposed budget. After reviewing the budget and discussing a few items outlined on the budget, Mr. Yang made a motion to approve the 2008-2009 school year, budget. Dr. Lien seconded, with the motion passing unanimously.

The meeting adjourned at 8:34 pm for a closed meeting discussion about personnel matters.