

Yinghua Academy

Minutes of May 8, 2006 Board Meeting

(as approved at the May 22, 2006 board meeting)

Merriam Park Library

Cindy Moeller convened the meeting at 6:30.

Board Members in Attendance

Zhining Chin, Cindy Moeller, Doug Parish, Kristina Schatz, Michael VanKeulen, Jennifer Yan, Larry Yan, Margaret Wong

Board Members Not in Attendance

Laura Offerdahl Harris

Director

Betsy Lueth

Guests

Parents: Christina Erickson, Jennifer Daul

Veteran Educator: Susan Jebe

Yinghua Academy Community Association (YACA)

Parents, Christina Erickson and Jennifer Daul updated the information about YACA.

Approval of the Minutes of the 4/24/06 Board Meeting and the Agenda for 5/8/06

Following some minor corrections to the draft of the 4/24/06 board minutes, Mr. Parish moved for the approval of the minutes and the agenda for today. Mrs. Wong seconded. The motion passed unanimously.

Update of China Trip

At the end of June there is a trip to China being led by Education Commissioner Alice Seagren and coordinated by the China Center at the University of Minnesota. Both Betsy Lueth, Director of Yinghua Academy, and Michael Van Keulen, Yinghua Academy board member and director of an alternative high school in Minneapolis, will be participating in this trip.

A couple of board members expressed interest in joining the China trip on their own account. Ms. Moeller asked them to notify her by May 9, so she can contact the China Center about the possibilities.

CARLA (Center for Advanced Research on Language Acquisition)

Yinghua Academy staff and possibly some board members will participate in an immersion education workshop at CARLA this summer.

YACA By-Laws Draft

Ms. Erickson and Ms. Dahl shared with the board a draft of by-laws for YACA. There was a discussion of how formal the linkage between Yinghua Academy and YACA should be. There was a general agreement that the "purpose" section of the draft of the YACA by-laws would be slightly modified to incorporate YACA being supportive of the vision and mission of Yinghua Academy. Ms. Erickson and Ms. Dahl expressed that they will keep on working on bylaws and incorporate several ideas and suggestions that came up at the board meeting.

Director's Report

Mrs. Lueth, first distributed a thank-you letter to all the board members, sharing her appreciation for being offered the opportunity to be the first director of the Yinghua Academy.

* Kindergarten Model –full-day, no-cost

Mrs. Lueth then proposed a full-day, no-charge Kindergarten program. After discussion, Ms. Chin moved to accept this proposal; Mrs. Wong. The motion passed unanimously.

* Kindergarten Start Age

After some discussion the board came to agree that, for this fall of 2006 only, Yinghua Academy will accept students who will be 5 years old on or before 10/31/06. This one-year policy will be revisited next year. Mrs. Wong made a motion to allow for this fall only the enrollment of students whose birthdays are on or before 10/31/06. Mr. Parish seconded. The motion passed unanimously.

* School Hours

Mrs. Lueth proposed that school hours be from 8:30 - 3:30 with fee-based before-school care from 7:00 a.m. - 8:30 a.m. and fee-based after-school care from 3:30 p.m. - 5:30 p.m. After some discussion there was general agreement that the end of the day for the after-school program should be 6:00 p.m. rather than 5:30 p.m. Mr. Van Keulen made a motion regarding the school hours, as indicated above. Mr. Parish seconded. The motion passed unanimously.

* Hiring of Staff and Facilitator

Mrs. Lueth is in the process of reviewing the resumes that have been received and contacting the candidates that we would like to interview for Classroom Teacher and Office Manager. Mrs. Lueth will send out emails to board members about the candidate information. Interviews are tentatively planned for Saturday, June 3, and Saturday, June 10.

Marketing Update

1. Advertisements about Yinghua Academy are appearing in publications around the Twin Cities.
2. *China Insight* will write an article about Yinghua Academy and publish it soon.
3. Ms. Chin has been interviewed about Yinghua Academy. An article will be published in a Hopkins area newspaper.
4. An introduction of Yinghua Academy will be printed on *China Tribune's* May 20 edition.
5. Business cards with Yinghua Academy logo, printed in both Chinese and English, as well as letterhead will be printed in the near future.
6. Open houses at the new home of Yinghua Academy will be held on May 20 11:00 p.m.—12:00 p.m. and June 3, 4:00 p.m. –5:00 p.m.
7. An informational meeting will be held on May 20 3:00 p.m. – 4:30 p.m. Roseville Library. Another informational meeting is also planned for May 20, 1:00 p.m. at the U of M Student Housing in St. Paul.
8. Yinghua Academy will have a booth at the Dragon Boat Festival on July 7 and July 8.

HR Update

Ms. Moeller indicated that she is beginning to gather information and make contacts in order to develop a benefits package for Yinghua Academy employees.

At 8:30, Ms. Moeller moved for adjournment. Ms. Schatz seconded. The board unanimously approved.