

Yinghua Academy Board Meeting Minutes  
May 18<sup>th</sup>, 2009

BOARD MEMBERS IN ATTENDANCE

Maryann Choy, Luyi Lien, Clark Liu, Cindy Moeller, Keri Norell, Doug Parish, Kristina Schatz, Joe Yang

BOARD MEMBERS NOT IN ATTENDANCE

Sandy Doubek, Naomi Mueller

DIRECTOR IN ATTENDANCE

Betsy Lueth

OTHERS IN ATTENDANCE

Denise Peterson, Friends of Education

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

AGENDA

Mr. Yang made a motion to approve the agenda as proposed with Mr. Parish seconding the motion. Board voted to approve the agenda and the motion carried.

04/27/09 BOARD MEETING MINUTES

Mr. Yang made a motion to approve the minutes with corrections and Ms. Norell seconded the motion. Board voted to approve the minutes and the motion carried.

DIRECTOR'S REPORT

ENROLLMENT

- Enrollment is 238 students.

CURRICULUM

- We are still awaiting feedback from MDE for grade level expansion approval.
- NWEA testing has begun. YCT (Youth Chinese Test for 1<sup>st</sup> to 3<sup>rd</sup> graders) test is being piloted for non-native speaking students and was developed by the Han Ban to test for literacy.
- Kindergarten Round-up is May 28<sup>th</sup> and Academic Performances is on June 1<sup>st</sup>.
- National Chinese Language Conference, NCLC, was a huge success. Yinghua is now getting national recognition for its full immersion model.
- Helena Curtain, an internationally known expert on second language teaching methodology, evaluated our program and individual teachers. Ms. Curtain's report along with our other evaluations from industry leaders such as Margaret Wong and Tara Fortune will be included in the final World Languages Grant report and provided to board members. Ms. Curtain was extremely impressed with the program and stated Yinghua was in the top 5 immersion programs in the world.

FACILITIES

- Hamline construction quoted \$16,100 for painting and cleaning carpets and floors for CPE.

FINANCIAL/GRANT

- Ms. Lueth and Dr. Lien are working intensely on the FLAP grant, which includes four Chinese language and immersion experts. Ms. Calcaterra, a parent and experienced grant writer, has made a huge difference in producing this grant. Her work is very much appreciated.

## STAFFING

- Five immersion classroom teachers have been hired with one more expected by early June.
- An offer was made to a music teacher. We will need to review our contract with MacPhail as to what can fit within our Budget.

## STUDENTS/FAMILIES

- The family carnival was a success.
- Busing options will be sent to parents in this week's newsletter.

## COMMUNITY

- Ms. Lueth met with Donna Grant of MPS school district regarding our partnership agreement. Ms. Lueth offered to waive conference fees for one professional development event.
- Minneapolis Park Board sent a written proposal of Fall activities for the gym which is, essentially, the same activities offered in the past. Ms. Lueth will ask the Park Board for clarification on how these programs will be staffed to ensure student safety.
- Ms. Lueth proposed to invite our new neighbors to one of Yinghua's events, such as our Kite Festival.

## UPDATES/OLD BUSINESS

### BETSY'S PERFORMANCE APPRAISAL

- Betsy's performance appraisal will be rescheduled to the next Board meeting, June 1<sup>st</sup>.

### EVENT COORDINATOR

- We need to start organizing volunteers for the Dragon Boat festival in July.
- End-of-the-Year picnic and Annual Meeting is June 6<sup>th</sup> at Newell Park from 4pm – 7pm.

### FACTILITIES

- CSDC is looking at a June 1<sup>st</sup> Closing. Financing is looking good with sufficient enrollment to make lease payments.
- The Facilities Committee will now focus solely on the move.
- Mr. Yang is working on the Parks Grounds lease. The Park Board is not being responsive.
- Mr. Yang informed Mr. Yan that there does not appear to be room for the Chinese Day Care in the new facility.

### FINANCIALS

- The Board reviewed the school's EFT activity report with no issues.
- Mr. Parish presented the April 2009 financial statements. Revenues continue to exceed expenditures by \$104,232. YBC Inc. owes the school \$39,500.
- Mr. Parish said the General Fund expenditures are running 10% under projected budget.
- The surplus in Fund 04, Community Service Programs, is presently overstated as certain expenses associated with providing full-day kindergarten have yet to be transferred into Fund 04. Transfer of expenses into Fund 04 will be completed prior to the end of the school's fiscal year. This will not affect the school's bottom-line; it just allocates expenses appropriately across funds.

### FUNDRAISING

- Mr. Parish reported that the committee is in Phase I of its plan where selected individuals will be visited. 34 individuals including our 10 board members are asked to donate an unspecified amount. Our goal is to have 100% of our Board members contributing to this fund by next week.
- Phase II will include a mailing with suggested donations to current parents, new K families and friends of Yinghua.
- So far, this committee has received commitment of over \$25,000, \$6,000 of which has been collected.

## MARKETING

- Press releases are needed for Yinghua's success at the National Chinese Language Conference, StarTalk grant and summer camps.

## TEACHER MAJORITY WAIVER

- Ms. Moeller reported that we have been denied waiver for teacher majority on the Board for reasons not clear. Ms. Moeller is following up on this and what our options are. Part of the proposed charter school law just passed by the MN Legislature discontinues the teacher majority requirement and states that a school board must include at least one teacher, one parent and one community member. Ms. Moeller will keep the board informed as further information is available from MDE.

## TEACHER WELCOMING STRATEGY

- Ms. Choy shared details of a Hospitality Team to help transition new teachers and staff. This information has been shared at a staff meeting, where it was well-received and appreciated. Staff offered other suggestions, too.
- Kristin Swenson agreed to help screen parent volunteers and give advice to what works best in pairing teachers, parent volunteers and activities.
- We have our first client; a new teacher from Florida needs help finding an apartment.
- We are working on putting a summer calendar of events and activities together.

## TECHNOLOGY COMMITTEE

- John Berry, who has worked on Hopkins school district technology plan, is joining the committee.

## YACA

- YACA general election meeting, May 7<sup>th</sup>, had about 50 attendees. There was a brief discussion on whether YACA should reconsider its current practice of limiting votes to members present, given this low proportion of members present.
- Tess DeGeest was elected as Vice Chair. Todd Harmsen, Ana Ly and Ruth Straub were elected general members.

## YINGHUA BOARD CANDIDATES

- There are three confirmed candidates. Two interested candidates have not yet sent in a written statement.

## NEW BUSINESS

No new business.

## ADJOURNMENT

Mr. Parish made a motion to adjourn the meeting with Mr. Yang seconding. Board voted in favor of the motion to adjourn the meeting and the motion carried.

Meeting was adjourned at 8:13 pm.