

Yinghua Academy Board Meeting Minutes
May 28th, 2008

BOARD MEMBERS IN ATTENDANCE

Cindy Moeller, Larry Yan, Clark Liu, Michael VanKeulen, Sandy Doubek, Joe Yang, Margaret Wong

BOARD MEMBERS NOT IN ATTENDANCE

Doug Parish, Luyi Lien, Kristina Schatz

DIRECTOR IN ATTENDANCE

Betsy Lueth

VISITING

Ruth Straub, Joan Brezinski, Janine Trutna

Ms. Moeller called the meeting to order at 7:10 pm

AGENDA

Mr. VanKeulen made a motion to approve the agenda and Mr. Yan seconded. Motion was approved unanimously.

04/28/08 BOARD MEETING MINUTES

After one correction, Mr. Yang made a motion to approve the minutes and Mr. VanKeulen seconded. The motion was approved unanimously.

DIRECTOR'S REPORT

ENROLLMENT

Current enrollment has not changed since last meeting. Current enrollment is at 152 students.

CURRICULUM

Students at Yinghua are testing this week for NWEA, Oral Language EOY testing, Chinese Language Arts testing, and Singapore Math.

The students are preparing for academic performances on June 5th.

FACILITIES

Plans are finalized for the build-out the current space at 1355 Pierce Butler Route to accommodate the enrollment for the 2008-2009 school year.

FINANCIAL/GRANT

Contracts have been reviewed for MCSSEP/ISES for special education director services for the 2008-2009 school year.

Yinghua Academy is reviewing the current contract and soliciting more bids to find a more economical trash company for the next year.

World Languages first year grant will end June 20th, 2008.

REPORTING

Academic Plan Worksheet will be sent to the MN Humanities Commission which is a requirement for FOA schools

The school is preparing for the annual financial audit.

63 Busing Waivers have been returned out of 88 students who live within the boundaries of the St. Paul Public Schools, the school district in which Yinghua Academy is physically located. The parents of 5 students have declined the school's request that they waive busing for the 2008 – 2009 school year.

STAFFING

Two teachers have been hired for the 2008 - 2009 school year.

The school will be conducting a final interview with a potential candidate from Singapore on June 3rd.

Search for a 5th grade teacher has started.

Ms. Lueth is talking with current Yinghua Academy teachers about letters of employment for the 2008-2009 school year.

STUDENTS/FAMILIES

There are currently wait lists for kindergarten, 1st, 2nd, and 3rd grades, and there are spaces available in 4th grade and 5th grade for the 2008 – 2009 school year.

UPDATES/OLD BUSINESS

FINANCIALS

Ms. Lueth handed out the May 2008 financial report, which reports on the school's finances through April 2008. There were no sufficient changes to the report from the prior month.

FACILITIES

Mr. Yang, Chair of the Facilities Committee, gave the board an update on facilities. The facilities committee has reviewed 3 different sites to date. The committee is beginning to put together some different cost models and will begin reviewing within the next few weeks. Mr. Yang will give more detailed information at the next board meeting.

Mr. Yang recommended the board review and vote on a conflict of interest in a future meeting. Mr. Yang as a member of the Yinghua board is providing legal services on behalf of the school.

YACA

Ms. Doubek gave a report on YACA announcing the newly voted board members and sharing the success of the May general membership meeting.

MARKETING STRATEGY

Ms. Trutna gave a quick overview on the progress of the Marketing Committee.

ANNUAL MEETING AND ELECTION OF BOARD MEMBERS

Ms. Moeller gave an update on the annual meeting and candidates running for the board.

Mr. Liu, Mr. Yang and Mr. VanKeulen have volunteered to count the votes at 5:30 PM on June 19th. All ballots must be submitted by 5PM on June 19th. This is a public meeting and will be held at the school.

NEW BUSINESS

REVIEW CONTRACT FOR FRIENDS OF ASCENSION

Ms. Moeller opened the review conversation by stating that it is an honor that the Friends of Ascension has decided to extend the Yinghua contract for three years, which is the maximum allowed by law.

The board reviewed the contract and the attached exhibits. A vote on the contract will be held at the June 9th 2008 meeting.

BUSING WAIVERS

Ms. Lueth reviewed with the board some busing options for the 5 families not signing the busing waivers. Ms. Lueth will give the board an update at the June 9th board meeting.

PARENT SURVEY FOLLOW-UP

Ms. Moeller handed out to the board the written comments from the parent survey. The board reviewed these comments and considered whether any specific follow-up actions should be taken. These written comments as well as the quantitative results of the parent survey will be kept in a binder at the school. This binder will include copies of all documents that are distributed at board meetings so that interested parents and staff can review them. Ms. Moeller noted that she had blacked out the names of specific individuals in the written comments. Since parents and staff had not been informed that their comments would be part of a public document, Ms. Moeller thought that it would be best to share the comments with the names deleted. All of the comments are included in the document. When the parent survey is conducted again in the spring of 2009, the board will decide whether to inform the respondents of the public nature of their comments or whether to have the survey include only quantitative responses.

ADJOURNMENT

Mr. VanKeulen made a motion to adjourn the meeting and Mr. Yang seconded the motion. Approved unanimously.

Meeting was adjourned at 9:12 pm.