

Yinghua Academy Board Meeting Minutes  
June 29, 2009

BOARD MEMBERS IN ATTENDANCE

Maryann Choy, Luyi Lien, Clark Liu, Cindy Moeller, Keri Norell, Doug Parish, Joe Yang, Sandy Doubek, Naomi Mueller

BOARD MEMBERS NOT IN ATTENDANCE

Kristina Schatz

DIRECTOR IN ATTENDANCE

Betsy Lueth

IN-COMING BOARD MEMBERS IN ATTENDANCE

Abigail Pribbenow, Taoyuan Li

Ms. Moeller called the meeting to order at 6:39 pm.

AGENDA

Mr. Parish made a motion to approve the agenda with one addition and Mr. Yang seconded the motion. Board voted to approve the agenda and the motion carried.

06/01/09 BOARD MEETING MINUTES

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

DIRECTOR'S REPORT

ENROLLMENT

- Enrollment is projected at 310 students. 75 – K (29 on the waiting list), 75 – 1<sup>st</sup>, 51 – 2<sup>nd</sup>, 50 – 3<sup>rd</sup>, 22 – 4<sup>th</sup>, 23 – 5<sup>th</sup>, 14 – 6<sup>th</sup>.

CURRICULUM

- MDE has approved Yinghua Academy's 6 – 8<sup>th</sup> grade expansion plan.

FACILITIES

- The school has moved 30 truckloads of furniture and supplies to the 1616 Buchanan location. The staff and volunteers are working on construction permits and construction design and are trying to get the equipment up and running as soon as possible.

FINANCIAL/GRANT

- Stimulus application has been completed for \$70,000 in stimulus money for salaries.
- Title II application has been submitted for \$2,000 in professional development money.

REPORTING

- Delay in submitting lease aid application, but will be complete this week or next week, pending completion of 1616 Buchanan Emergency Plan and board minutes for conflict of interest.

STAFFING

- The school has hired five immersion classroom teachers and expects to hire a final one in the next two weeks.

- The school is continuing to interview for all positions open, including English and Chinese EA's and other support positions.
- The school has begun interviewing for an After-School Program Coordinator, a Health Aide and an Administrative Assistant.

#### STUDENTS/FAMILIES

- BUSING
  - 25 families have requested busing in Minneapolis and the school has begun the quoting process in hopes of just one bus.
  - There will not be busing for students outside of Minneapolis based on low demand.

#### COMMUNITY

- There have been no further conversations regarding the MPS partnership.
- Heidi Miller, Minneapolis Parks and Recreation Board (MPRB), has requested that the school consider sharing the gym space again, based on her original spreadsheet. The MPRB would like a commitment that the school allows the wrestling program to continue. The Yinghua School and the board are reviewing.

#### ORGANIZATION STRUCTURE

- Ms. Lueth, Ms. Moeller, and Mr. Parish have begun discussing organizational structure of the school, given the significant growth of the school. Ms. Lueth outlined the initial ideas on the new structure. More information will be discussed at the next board meeting.

#### UPDATES/OLD BUSINESS

##### EVENTS COORDINATOR

- Ms. Doubek will be reviewing the volunteer list for the Dragon Boat festival this week with the volunteer coordinators.

##### FACTILITIES

- Mr. Yang updated the board on the school relationship with the Minneapolis Parks and Recreation Board. The school is working on the strengthening the relationship and mapping out the details for the needs of the shared space the MPRB has outlined for the 2009-2010 year.

##### FINANCIALS

- Mr. Parish gave the board the current financial reports and the May electronic funds transfer report. Ms. Choy asked for more clarification regarding the use of the funds in Fund 4, the Community Service Fund. Mr. Parish explained Fund 4, including the opportunity for Yinghua Academy to charge to this fund some expenses associating with providing full-day kindergarten.

##### FUNDRAISING

- Mr. Parish updated the board on the Fundraising Committee. Pledges of \$43,000 for the Capital Campaign have been received to date. Mr. Parish and Ms. Pribbenow will be sending new incoming parents the fundraising information on the Capital Campaign.

##### MARKETING

- No report at this meeting.

##### TEACHER WELCOMING STRATEGY

- Ms. Choy gave an update to the board on the summer opportunities. 10 families are interested in participating in the teacher welcoming events planned for the summer.

## TECHNOLOGY COMMITTEE

- Mr. Liu stated that the next technology committee meeting is July 9<sup>th</sup>, 2009.

## YACA

- YACA events for the summer are the Swimming Outing at Lupient Summer Park and the Back-To-School picnic.

## NEW BUSINESS

### CONFLICT OF INTEREST

- Ms. Moeller asked the current board members in attendance at the meeting each to make a statement that he or she does not have any financial interest in the Charter School Development Corporation (CSDC), which has bought the Putnam School building from the Minneapolis Public Schools, and which is leasing the building to Yinghua Academy until YBC, Inc., is able to purchase the building.
  - Ms. Moeller stated that she does not have any financial interest in the Charter School Development Corporation.
  - Mr. Parish stated that he does not have any financial interest in the Charter School Development Corporation.
  - Ms. Mueller stated that she does not have any financial interest in the Charter School Development Corporation.
  - Dr. Lien stated that she does not have any financial interest in the Charter School Development Corporation.
  - Mr. Liu stated that he does not have any financial interest in the Charter School Development Corporation.
  - Ms. Norell stated that she does not have any financial interest in the Charter School Development Corporation.
  - Mr. Yang stated that he does not have any financial interest in the Charter School Development Corporation.
  - Ms. Choy stated that she did does not have any financial interest in the Charter School Development Corporation.
  - Ms. Doubek stated that she does not have any financial interest in the Charter School Development Corporation.

### PREVIEW OF TOPICS FOR THE 7/20/2009 BOARD MEETING

- Ms. Moeller previewed the following items that will be discussed at the 7/20/09 board meeting.
  - Roles to Fill – Secretary of the Board, Chair of the Marketing Committee, Liaison to the YACA Board, Committee Membership
  - Yinghua By-Laws Update
  - Conflict of Interest Statement
  - Scheduling of Board Meetings through 12/09
  - Scheduling of Open Houses and Open Enrollment Period
  - Financial Background Checks incoming board members
  - School Board Retreat

## ADJOURNMENT

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

Meeting was adjourned at 7:26 pm for a closed meeting to discuss a personnel matter.