

Yinghua Academy

Minutes of July 10, 2006 Board Meeting

St. Anthony Park Public Library

Cindy Moeller called the meeting to order at 6:35 PM.

Board Members in Attendance

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

Board Members Not in Attendance

Laura Harris, Doug Parish, Jennifer Yan

Also in Attendance

Betsy Lueth – Director

Sandy Doubek – Guest (and Secretary of YACA)

Introduction of Sandy Doubek

The meeting opened with the introduction of Sandy Doubek as a possible board member. Ms. Doubek is the secretary of the YACA (Yinghua Academy Community Association) Board. In June, in order to promote good communication between the Yinghua Academy Board and the YACA Board, the Yinghua Academy Board decided to invite one of the YACA officers to join the Yinghua Academy Board.

Minutes of the June 19, 2006 Board Meeting

After several minor changes were made to the draft of the minutes, Ms. Chin moved for approval of the amended minutes. Ms. Wong seconded. The motion passed unanimously.

Agenda for the July 10, 2006 Board Meeting

After several additions to the proposed agenda, Mr. Van Keulen moved for approval of the amended agenda. Mr. Yan seconded the motion. The motion passed unanimously.

Resignation of Laura Harris from the Yinghua Academy Board of Directors

Ms. Moeller read a letter of resignation from Mrs. Harris. In her letter Mrs. Harris noted the increasing professional and personal demands she is facing, resulting in her absence from several recent board meetings as well as her likely absence from future board meetings. Ms. Moeller made, and Ms. Wong seconded, a motion to accept Mrs. Harris's resignation, with regret, and to thank her for all that she has done on behalf of Harriet Bishop Academy and Yinghua Academy.

Board Calendar

Ms. Moeller reviewed some proposed changes to the board calendar for the remainder of the 2006 calendar year. Ms. Moeller made, and Mr. VanKeulen seconded, a motion to accept the revised calendar. The motion passed unanimously. (The new dates are posted on www.yinghuaacademy.org.)

Director's Report

Mrs. Lueth provided an update regarding hiring. She noted that there are some challenges related to some candidates getting work visas and/or teaching licenses. She also noted that she has interviewed a woman with a special education license who could be Yinghua Academy's special education teacher, as needed. This teacher has a daughter from China.

Mrs. Lueth also noted that:

- 1) Penny Zhang, Office Manager, is following up with parents about Enrollment Packets.
- 2) Ms. Zhang is also beginning training on PowerSchool, which will be Yinghua Academy's student information system and will also enable the school to upload data to the State of MN and to the Walton Foundation, through which Yinghua Academy has gotten a grant and which is subsidizing the cost of PowerSchool.
- 3) Some office furniture has been purchased, primarily through the PPL Store in NE Minneapolis.
- 4) Technology is being installed in the building, including phones and wireless access.
- 5) Mrs. Lueth has been getting estimates for classroom furniture and lunchroom tables.
- 6) Mrs. Lueth is working on purchasing ten computers through Minnesota Computers for Schools and on leasing a copier/printer and fax machine.
- 7) Mrs. Lueth is also talking with food vendors who might provide food service to Yinghua Academy.

Finance Update

In Mr. Parish's absence Ms. Moeller provided a brief finance update.

Marketing Update

There was a brief discussion of marketing. There was an item recently about Yinghua Academy in the *China Tribune*. Also there was a discussion of the Dragon Boat Festival, in which many board members participated this past week-end.

Transportation

There was a brief discussion of the status of parents who live in the St. Paul Public School District signing transportation waivers for the 2006-2007 school year. Nearly all of these parents have been contacted by someone from Yinghua Academy and have agreed to sign the waiver. Mrs. Lueth also commented that she had learned at the Charter School Director training that next year the school will need to notify MDE and the St. Paul Public School District by March 1, 2007, whether or not Yinghua Academy wants to participate in busing provided by the St. Paul Public School District. The deadline this year for Yinghua Academy and other charter schools that are opening for the first time in the fall of 2006 was July 1, 2006.

At least for the 2006-2007 school year Yinghua Academy opted not to try to contract with the St. Paul Public Schools on busing. Other charter schools in St. Paul have typically gotten start times of 9:30 or 10:00 am (or even a little later) which is a late school start, and results in the school day not being done until late in the afternoon.

Policies

The board began to review and, as appropriate, revise the required school board policies. Ms. Moeller had given to all board members a set of required policies that are provided through the Minnesota School Board Association, of which Yinghua Academy is a member. During the next several board meetings, starting with this meeting, the board will review these policies and discuss revisions and clarifications that the board would like to make.

At this meeting the board reviewed and approved policies related to a number of topics, including Equal Educational Opportunity, Equal Employment Opportunity, Public and Private Personnel Data, and Harassment and Violence.

Invitation to Sandy Doubek to Join the Yinghua Academy Board of Directors

Ms. Moeller made, and Mr. Yan seconded, a motion to invite Ms. Doubek to join the board. The board approved this motion unanimously; and Ms. Doubek accepted the invitation to join the Yinghua Academy Board of Directors.

Ms. Moeller adjourned the meeting at 8:55PM.