

Yinghua Academy Board Meeting Minutes
August 10, 2009

BOARD MEMBERS IN ATTENDANCE

Maryann Choy, Luyi Lien, Cindy Moeller, Keri Norell, Doug Parish, Naomi Mueller, Taoyuan Li, Janine Trutna, Scott Jax

BOARD MEMBERS NOT IN ATTENDANCE

Abigail Pribbenow, Joe Yang

DIRECTOR IN ATTENDANCE

Betsy Lueth

PUBLIC IN ATTENDANCE

None

I CALL TO ORDER

Ms. Moeller called the meeting to order at 6:15 pm.

II APPROVALS

Agenda: Approved with no changes and seconded.

A motion was made and seconded to approve the agenda as is. The motion carried.

07/20/09 Board Meeting Minutes: A motion was made and seconded to approve the minutes, with two changes. The motion carried.

III PUBLIC COMMENTS

There were no public comments.

IV DIRECTOR'S REPORT

Enrollment:

Total enrollment is 308; the goal in the budget is 313. Ads regarding openings have been placed in several newspapers.

- 75 – K (24 on the wait list)
- 75 – 1st (15 waiting)
- 50 – 2nd (3 waiting)
- 50 – 3rd (1 waiting)
- 23 – 4th (**2 openings**)
- 23 – 5th (**3 openings**)
- 13 – 6th (**11 openings**)

IV DIRECTOR'S REPORT (cont.)

Curriculum:

The school has begun ordering curriculum materials and reviewing the curriculum budget overall.

All teachers come back to work next week. Professional development for new teachers will include lesson planning, curriculum map development, parent communication and classroom management. Additional professional development related to differentiation, hands-on science activities, curriculum development and revision, health/safety and special education will be included for all teachers in the next three weeks.

Education staff will need to revise curriculum maps and have common whole school and team planning in the next three months.

Facilities:

The lithium bromide will be returned from MSP, however there is some concern by the boiler company of the safety of the material to be sent and whether it will be certified; the school is checking into this. Currently, there is an estimated \$80,000 fix needed to the chiller before next summer (if we want air conditioning) and an \$11,000 fix for one of the five air handlers. The air handler does need to be repaired prior to the heating season. We need the log books from MPS in order to fully understand the repair work needed and when the air handler and chiller broke.

In addition to the UST remediation, there is an additional \$1,600 required for additional testing bringing the total remediation cost from \$7,700 to \$9,300 approximately.

Permits have been acquired and construction has begun. Ms. Lueth will be meeting with the general contractor tomorrow to revise costing and time line.

Financial/Grants:

The FLAP grand awards are expected to be announced next week.

The school still has not heard about the Confucius Classroom grant.

World Language grant reporting is final and submitted to MDE.

The school is finalizing all contracts for the boiler, elevator, food service, busing, janitorial, garbage, etc. and Ms. Lueth will be revising the budget to reflect these.

The school will be preparing a revised budget for the 8/31 board meeting.

Reporting:

Directors report is past due, will be completed this week.

IV DIRECTOR'S REPORT (cont.)

Staffing:

The school has hired all essential staff at this time.

There will be one teacher unable to start in kindergarten until Oct. 1st due to visa issues, and a teacher for 4th grade requires a premium processed visa in order to begin teaching in September.

Students/Families:

Busing: There will be one bus in Minneapolis at this time.

Community:

Ms. Lueth is in communication with Heidi Miller regarding security issues for the MPBR building.

The school has not heard what reciprocal services MPBR could provide in return of providing the gym for free Mon-Fri from 6-8 pm.

Craig Kepler is drafting a starting document for an agreement to get things started.

Liability issues are still being examined.

Jill Davis from the MPS school board (NE rep) has emailed for an update on our negotiations with the MPBR. Ms. Lueth has responded that negotiations continue.

V UPDATES/OLD BUSINESS

Friends of Education Achievement Award – Yinghua was very close as the finalist, but did not win the grant. We received a plaque for being on of the four finalists.

Facilities – No other updates beyond Director's Report.

Financial - Mr. Parish gave the board the current financial reports and the July electronic funds transfer report. Auditors will be at BKDA School next week.

Ms. Moeller has arranged for Beltz, Kes, Darling and Associates to do financial training with the board on August 31.

Fundraising Committee – Sent receipts and thanks out in the mail. Sending letters to kindergarten parents next week.

HR Committee – No update.

Marketing Committee – Ms. Trutna and Ms. Lueth will meet to discuss short-term needs and combining event committee and send out to board to discuss at next meeting.

Teacher Welcoming Strategy – We have several families who have volunteered to be host teachers.

Technology Committee - No meeting since last board meeting.

YACA Update – Ms. Mueller will be attending the first YACA meeting tomorrow.

Length of Board Terms – Terms set up Ms. Moeller motioned to approve. It seconded and passed.

Board Retreat – Oct. 11th from 1-5. Agenda will be discussed at the next board meeting.

VI NEW BUSINESS

1. Retreat Topics - Members should email Ms. Moeller with possible topics for the board retreat.

2. Marketing Committee - Ms. Trutna will email the board asking for ideas about the top challenges or needs the school has, so they can be addressed by marketing and communications. Ms. Trutna will meet with the Director to further discuss as well.

Adjourned at 7:45 pm.

