

Yinghua Academy Board Meeting Minutes  
August 18, 2008

BOARD MEMBERS IN ATTENDANCE

Cindy Moeller, Naomi Mueller, Keri Norell, Doug Parish, Joe Yang, Luyi Lien, Clark Liu

BOARD MEMBERS NOT IN ATTENDANCE

Maryann Choy, Sandy Doubek, Kristina Schatz

DIRECTOR IN ATTENDANCE

Betsy Lueth

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

AGENDA

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

08/04/08 BOARD MEETING MINUTES

Mr. Yang made a motion to approve the minutes with minor changes and Dr. Lien seconded. Board members voted to approve and the motion carried.

PUBLIC COMMENTS

Ms. Moeller opened the meeting up for public comments. A parent commented that they had some questions regarding the school supply list. Ms. Lueth requested that the individual contact Ms. Rebecca Kreitzer, Yinghua Academy's Officer Manager, for further clarification.

DIRECTOR'S REPORT

- Current Enrollment is at 242 students (K=77, 1<sup>st</sup>=50, 2<sup>nd</sup>=49, 3<sup>rd</sup>=25, 4<sup>th</sup>=22, 5<sup>th</sup>=19)
- 17 of 19 students originally on the Kindergarten wait list have been admitted.
- Educational staff returned to work today, August 18, for two weeks of in-service training.
- All curriculum materials required for the beginning of school have been ordered, additional materials may be required later in the school year.
- All educational staff have or will have received appropriate training in Core Knowledge and Singapore Math prior to the beginning of school.
- Ms. Lueth continues to work on immigration matters, with the intent of having all permanent educational staff working at the school by October 1, 2008, as discussed as previous Board meetings.

## UPDATES/OLD BUSINESS

### FACILITIES

- Mr. Yang provided an update on the activities of the Facilities Committee, including plans to submit a Letter of Intent to the Minneapolis Public Schools for the potential purchase by our current landlord of a facility to be leased to Yinghua Academy. The Letter of Intent will be submitted to the Board for approval prior to submission.
- The Committee continues to evaluate other potential properties, including properties that would be available for lease by Yinghua Academy as well as properties that could be purchased and renovated as necessary by our current landlord for lease to Yinghua.
- Mr. Yang made a motion that the Board authorize the engagement of Craig Kepler, a partner in the real estate practice of Lindquist & Vennum, PLLP, to provide legal representation to Yinghua Academy in conjunction with the lease of a new facility. Mr. Kepler has agreed to represent Yinghua Academy for \$160/hour, a substantial discount from his standard rate. The motion was seconded by Ms. Norell. Board members voted to engage Mr. Kepler and the motion carried.
- Mr. Parish made a motion to acknowledge that Mr. Yang is providing pro bono legal services to Yinghua Academy in drafting a new lease and related documents for Yinghua Academy and to waive any perceived or actual conflict of interest that may arise given Mr. Yang's position as a member of the Yinghua Academy Board. Ms. Mueller seconded the motion. Board members voted to acknowledge Mr. Yang's service and to waive any perceived or actual conflict of interest that may arise. The motion carried with Mr. Yang abstaining from the vote.

### RENEWAL OF CONTRACT WITH FRIENDS OF ASCENSION

Ms. Moeller reported that work continues to renew Yinghua Academy's contract with Friends of Ascension as our sponsor. Work is progressing as planned, no further update at this time.

### BOARD FUNDRAISING COMMITTEE

Mr. Parish provided an overview of the recently formed Fundraising Committee, co-chaired by Mr. Parish, Ms. Schatz and Ms. Abigail Pribbenow, a Yinghua parent. An initial meeting of the co-chairs and Ms. Moeller was held on August 14, 2008, where the mission of the Committee was discussed as well as working relationships between the Committee and the Yinghua Academy Board, the Board's Marketing Committee, and the Yinghua Academy Community Association. Further details will be presented to the Board as the structure and goals of the Fundraising Committee are finalized.

### BUSING

Ms. Lueth reported that approximately 15 families living within the district boundaries of the St. Paul Public Schools are expected to require busing. The current arrangement with our busing contractor will provide for one bus to be specifically used by Yinghua Academy, at a cost of approximately \$30,000 per year, the same estimated cost as under the previous plan to share busses with Community of Peace Academy. The bus will arrive at Yinghua just

before 9:00 AM and depart at 4:15 PM, resulting in very little impact to school start and end times for students who come to Yinghua via carpool.

#### ENROLLMENT LOTTERY

Ms. Moeller and Ms. Lueth discussed moving the enrollment lottery to February 12, 2009 for students entering Yinghua Academy for the first time in the fall of 2009. This date will allow for sufficient preparation time following the end of Yinghua's open enrollment period. The board approved this change on a motion made by Mr. Parish and seconded by Ms. Lien.

#### NEW BUSINESS

##### PARTICIPATION AT OPEN HOUSES

The Board reviewed the dates established for open houses to be held in conjunction with Yinghua's open enrollment period. Board members agreed to attend specific open houses.

##### SPECIAL MEETING OF THE YINGHUA ACADEMY BOARD

The Board agreed to hold a special meeting at 6:00 PM on September 3, 2008. The only purpose of this meeting will be to review the draft Letter of Intent to be submitted to the Minneapolis Public Schools regarding the potential purchase of a Minneapolis Public Schools facility by our current landlord for lease to Yinghua Academy.

#### ADJOURNMENT

There being no further business, Mr. Yang made a motion to adjourn the meeting with Dr. Lien seconding. The Board voted to adjourn the meeting at 7:25 PM.