

Yinghua Academy

Minutes of August 21, 2006 Board Meeting

Ms. Moeller called the meeting to order at 6:30PM.

Board Members in Attendance

Sandy Doubek, Cindy Moeller, Doug Parish, Kristina Schatz, Michael VanKeulen, Margaret Wong, Jennifer Yan, Larry Yan

Director (in Attendance)

Besty Lueth

Teacher

Peter Avirom

Board Members Not in Attendance

Zhining Chin

A couple of items are added to the agenda at the beginning of the meeting. Ms. Doubek moved the approval of the agenda for today. Mr. Parish seconded. The motion passed unanimously.

Report from the Director

-- Update on the Curriculum

Mrs. Lueth informed the board that both math and Chinese curriculum have been delivered to school and lesson plans are developed. She also introduced the plan for teaching Chinese characters, which is teaching simplified Chinese with introduction of the traditional ones. Classroom budget for each teachers and book budget for the library were also discussed and agreed upon. Mrs. Lueth also mentioned that Mr. Lueth has offered to provide free sign board for the school.

-- Enrollment

Mrs. Lueth also reported the enrollment information. So far, we have over seventy students on records. It's very promising that the enrollment will increase as school-start day is around the corner. At the meeting, Mrs. Lueth also shared her thoughts about the immersion model and some of the most recent research from the Center for Advanced Research on Language Acquisition (CARLA) at the University of Minnesota.

-- Facility/Furniture

Mrs. Lueth encouraged more parents or volunteers to come on Saturday to help out with the getting-school-ready-for-class chores. She also mentioned several things that need to be done, e.g., setting up for doing NWEA testing.

-- Staff

Mrs. Lueth informed the board that teacher licensure issues have been taken care of.

Updates/Old Business

--Financial Update

Mr. Parish gave the latest report of school financial situation, such as rents, payrolls, immersion training expenses, execution grant etc. He also mentioned the realignment of school budget with students' enrollment.

--YACA update

Ms. Doubek suggested things that YACA would do to help school to have a great start. She informed the board that YACA would identify opportunities to raise money for programs such as Art-in-Residence, Music-in-Residence etc. It was also discussed that a fixed day should be set each year for Chinese New Year Carnival at school. Ms. Wong suggested having it on a weekday with different booths to show different cultural talents. Ms. Doubek also told the board that October 11 would be the first YACA general meeting for interested parents. Also YACA will work on setting up a Chinese Culture Fair at a time not associated with a Chinese holiday, so that it will not conflict with events that other groups have scheduled.

New Business

--Staff/Board Communication

The board spent some time discussing the importance of smooth and effective channels of communication among the board, director, teachers, and parents. Ms. Moeller and Mrs. Lueth stressed the importance of keeping the school director (i.e., Mrs. Lueth) "in the loop" on all communications that impact the school.

--By-Laws

The board began a thorough review of the existing bylaws, which are the bylaws that were adopted by the original Harriet Bishop Academy board. The board provided Ms. Moeller with some additional suggestions. She will provide an updated draft to the board prior to the next board meeting, so that the discussion can continue at the next board meeting.

--Approval of Mandatory School Policies

A number of additional policies were discussed and approved at the meeting. The board has now completed amending and approving all but three of the mandatory school policies. In September the board will make decisions about the policies that still need to be approved.

At 8:30 Ms. Moeller moved for adjournment. Mr. VanKeulen seconded. The board unanimously passed the motion.