

Yinghua Academy  
Minutes of October 2, 2006 Board Meeting

BOARD MEMBERS IN ATTENDANCE

Cindy Moeller, Doug Parish, Larry Yan, Kristina Schatz, Margaret Wong, Jennifer Yan, Zhining Chin

DIRECTOR IN ATTENDANCE

Besty Lueth

OTHERS IN ATTENDANCE REPRESENTING YACA

Jennifer Dahl  
Christina Erickson

BOARD MEMBERS NOT IN ATTENDANCE

Michael VanKeulen, Sandy Doubek

Ms. Moeller called the meeting to order 6:35. Ms. Dahl and Ms. Erickson are introduced as representatives of YACA since Ms. Doubek is not in attendance.

Mr. Parish moved to approve the agenda with the addition of the on-line store. Ms. Yan 2<sup>nd</sup> the motion. Ms. Moeller asked the board to review the September 18<sup>th</sup> meeting minutes. Ms. Wong made one change to the verbiage with regards to the invitation to the Chinese Heritage Foundation event. Ms. Wong motioned to approve the September 18<sup>th</sup> meeting minutes. Mr. Parish seconded that motion. Motion passed.

BY LAWS

Ms. Moeller presented the final approved By Laws to the board for signature.

DIRECTORS REPORT

Yinghua Academy is fully staffed. Volunteer staff is growing and we now have volunteers to cover some recess days and some after school program hours. Other volunteer opportunities such as parent ambassadors (who give school tours), and teacher helpers will be discussed at the upcoming YACA meeting.

We currently have 80 students. We have lost no students to date.

We have had 6 school tours for next year Kindergarteners. Betsy will be scheduling tours from on for Fridays at 10:00.

We have two Chinese delegations coming to tour the school this month.

The Star Tribune and St. Paul Illustrated articles came out this week. We have had many calls from other schools wanting to come and observe our classrooms. We will generally send the message that classroom observations should be held off until after January to allow students and teacher time to settle in and become comfortable.

We are testing Violin, dulcimer, Kung Fu, and Chinese dance in the after school program. Working parents will be covered during MEA with a trip to the Children's Museum on Thursday and on Friday Theater Mu will provide instruction.

Ms. Lueth believes that within our current budget, we can hire an Art and Gym teacher. We have excellent candidates for both positions. Ms. Lueth will be sending transcripts to state for licensing. If hired, they will work 10 hours a week and perhaps will do some work in the after school program. Ms. Wong advised that there may be some grant money available specifically for art programs.

A parent curriculum night will take place on October 17<sup>th</sup>. This session is meant to help parents better understand the curriculum and to understand how they can support their child at home. We are using Singapore math and placement tests have taken place. We are piloting Reading for Mastery for Language Arts.

## UPDATES/OLD BUSINESS

### FINANCIAL REPORT

Financial statements will be available at the next meeting.

There will be a budget meeting with Beltz on October 20<sup>th</sup>. We should then have revised financial statements with actual-to-date, forecasts, and cashflow.

### YACA UPDATE

Ms. Dahl and Ms. Erickson advised that YACA will not seek 501c3 status but rather will deposit any earnings into the Yinghua budget. Mr. Parish did not find any problem with this and said that we can set up a separate fund to track this income.

Ms. Dahl informed the board that you can designate to the organization of your choice through United Way.

YACA general membership meeting is at 6:15 on October 11<sup>th</sup>; child care will be provided for \$3.00 a child.

### YACA Fundraiser for the year

- 1) Blue Sky Guide: Fall - Coupon Book for healthy living and coupons for various local vendors. Families will be asked to sell the books. They sell for \$20.00 and Yinghua gets to keep a portion. Kick-off is October 11<sup>th</sup> and sales will end on October 27<sup>th</sup>. YACA's Goal is to sell 100. Anyone who would like a packet should let Jennifer Dahl know.
- 2) Direct Drive: Winter - A letter to families and other stake holders to give directly to the school.
- 3) Culture Fair: Spring

### YACA Mission Statement

Supporting the mission of Yinghua Academy, the students, teachers and its staff by providing volunteers, fundraising and assistance in cooperation with the director and the school board.

### BOARD TRANSITION

Jennifer Yan has resigned as Board Secretary due to time constraints. Ms. Chin motioned to elect Kristina Schatz as the new board secretary and to rotate meeting minutes on a quarterly basis. Mr. Yan seconded that motion.

### BOARD PLANNING

Board members have volunteered to resign through 2010. The board discussed that many of the Chinese members are set to resign in 2008. Board agreed that we would actively recruit Chinese board members.

## BOARD POLICIES

Family Medical Leave Policy: Ms. Moeller will re-write the policy to address some board concerns and we will re-examine at the next board meeting.

## STUDENT DISCIPLINE POLICY

Ms. Lueth brought an outside student Discipline Policy and Discipline Guidelines for board consideration. Board members will review both available policies and discuss at the next board meeting.

## YINGHUA STORE

Ms. Schatz shared the new Yinghua store that is in progress. Several items with the Yinghua logo will soon be available for sale on our website.

## NEW BUSINESS

### CELEBRATION OF YINGHUA ACADEMY

Our celebration will take place on Monday November 13<sup>th</sup> from 5:30-7:30 during International Education Week.

Snacks

Program/entertainment

Blue Sky books

Gifts or giveaways

E-vite

Board agreed that the celebration should be more of an open house rather than a formal program. All agreed that a kid focus with student performances would be great! Other ideas included videotaping the classroom, signing, dancing, etc. Also we would like to thank special volunteers. Simplicity is best. Invite only.

### 2007-2008 OPEN ENROLLMENT

Ms. Moeller walked the board through the proposed student application process as proposed by Ms. Schatz. The proposal was accepted by the board with a few minor changes.

At 8:10 PM the board met in closed executive session.