

Yinghua Academy Board Meeting  
Minutes of October 16, 2006

BOARD MEMBERS IN ATTENDANCE

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

DIRECTOR IN ATTENDANCE

Betsy Lueth

OTHERS IN ATTENDANCE

Mary Yee

BOARD MEMBER NOT IN ATTENDANCE

Zhining Chin

Ms. Wong gave a brief introduction of Mary Yee. Ms. Yee was an OC Board member with Margaret Wong and is a mother of two French immersion school kids. Currently she works as a U.S. Treasury economist. Board members and staff introduced themselves to Ms. Yee.

Ms. Moeller called the meeting to order at 6:50PM.

Mr. Parish moved to approve the October 2nd minutes. Ms. Wong seconded that motion. The motion was passed unanimously.

AGENDA

Mr. Parish asked to add a brief discussion of background checks and Mr. VanKeulen asked to add a Best Buy update. Ms. Moeller added the resignation of Jennifer Yan. Ms. Doubek made a motion to approve the agenda with the three additions. Mr. VanKeulen seconded that motion. The motion passed unanimously.

Ms. Moeller explained that Ms. Yan had submitted her resignation due to other personal obligations. A motion to accept the resignation of Jennifer Yan was set forth by Mr. Parish. This motion was seconded by Mr. Yan and was approved by all.

DIRECTOR'S REPORT

Ms. Lueth informed the board that we currently have 82 students. There will be three additional students starting in January. Ms. Lueth also noted that she is hearing that there is increasing interest in Yinghua Academy in the Chinese community.

The implementation of PowerSchool (a software program) is complete. The implementation of PowerLunch has begun; and the school will start tracking after school care costs with PowerSchool as well.

Curriculum night is Tuesday October 17<sup>th</sup> from 6:00-8:00. This is a time for parents to talk with teachers, learn more about immersion education, Singapore Math, English language arts, Chinese language arts, Chinese culture, and the Core Knowledge Sequence.

Assurance of Compliance Accountability report is due on November 15<sup>th</sup>, 2006.

STARS report is also due in November.

On October 27<sup>th</sup> a Chinese delegation will be visiting the school.

The building sign donated by Mr. Lueth and his associates will be installed this Sunday.

Ms. Lueth would like to recommend that the board create a grant-writing/grant-review committee and a long-term planning committee that would consider facilities and budget. Other committees should include marketing and expanding student base. Ms. Moeller asked board members to consider which committee(s) they would like to be a part of.

Ms. Lueth asked that everyone return the information required for the audit.

Ms. Lueth informed the board of a seminar on school legal issues and invited board members to attend.

Background checks are completed for all board members, staff, and regular volunteers. All volunteers that have contact with students or that are in the building will need to have a background check. We will ask volunteers to contribute a \$20.00 donation as optional. Mr. Parish will review background checks.

#### UPDATES/OLD BUSINESS

##### FINANCIAL REPORT

Mr. Parish reported that the accounting firm and Ms. Lueth will be meeting this month and have an updated budget for board approval in November.

#### NEW BUSINESS

##### GRAND OPENING CELEBRATION

Ms. Moeller proposed that the celebration take place on Monday November 20<sup>th</sup> from 5:30-7:30. Ms. Doubek will schedule a committee meeting and begin forming an agenda. Ms. Wong suggested that we have an informative portion of the program. Invited guests only.

##### BEST BUY

Mr. VanKeulen met with Best Buy and was advised that Best Buy may have money earmarked for Yinghua Academy. Mr. VanKeulen would like to invite the Executive team of Best Buy to our celebration.

##### FUTURE BOARD MEETINGS

2006 meetings will be scheduled

11/6/06

12/4/06

12/18/06

2007

We will schedule one board meeting per month on the third Monday of the month.

#### YACA UPDATE

Ms. Doubek reported that the parent meeting last week was a big success. Over 40 parents attended and many more kids than expected were in the daycare. At this meeting YACA kicked off the Blue Sky guide campaign. The goal is to sell 100 books and raise \$1,000.00 for enrichment activities.

A few parents expressed an interest in YACA creating an advocacy group. Parents should be encouraged to talk directly to the board or to the Director of the school if they have any unresolved issues.

The grounds chair has resigned from the grounds committee.

#### WEBSITE UPDATE

The website updates are in process and we should have the Yinghua/Cafe Press store up and running soon.

#### STUDENT DISCIPLINE POLICY

Board discussed the Student Discipline policy that was proposed by Ms. Lueth. The board engaged in a discussion regarding whether or not the parents need to sign the document. The board decided that we should discuss this issue with our sponsor.

Mr. Parish put forth the motion that we adopt the student discipline policy guidelines as presented by Ms. Lueth as our interim policy. Ms. Wong seconded the motion. The motion passed unanimously. We will revisit the School Environment Philosophy at a future board meeting.

#### CHINESE HERITAGE FOUNDATION EVENT

Ms. Moeller updated the board on the event and informed the Board that we have received a \$500.00 grant from the Foundation.

#### ADJOURNMENT

At 8:20 Ms. Moeller closed the meeting for discussion of a personnel matter. The meeting was adjourned at 8:35.