

Yinghua Academy Board Meeting Minutes  
October 20th, 2008

BOARD MEMBERS IN ATTENDANCE

Naomi Mueller, Maryann Choy, Keri Norell, Sandy Doubek, Joe Yang, Kristina Schatz, Doug Parish

BOARD MEMBERS NOT IN ATTENDANCE

Clark Liu, Cindy Moeller, Luyi Lien

DIRECTOR IN ATTENDANCE

Betsy Lueth

VISITING

Beth Topoluk, Executive Director of Friends of Ascension (Sponsor of Yinghua Academy)

Ms. Doubek called the meeting to order at 6:30 pm.

PRESENTATION BY BETH TOPOLUK

Ms. Topoluk presented and reviewed with the board the Friends of Ascension Charter Schools 2008 MCA Performance Index Results and the MCA Reading and Math Results. Ms. Topoluk outlined where Yinghua ranked against the other Friends of Ascension Charter Schools and assisted the board with having a better understanding the performance expectations moving forward in the coming years.

Ms. Topoluk reminded the school board that the Friends of Ascension application is due December 31<sup>st</sup>, 2008.

AGENDA

Mr. Parish made a motion to approve the agenda with Ms. Mueller seconding the motion. Board voted to approve the agenda and the motion carried.

08/18/08 BOARD MEETING MINUTES

Mr. Yang made a motion to approve the minutes with Ms. Norell seconding the motion. Board voted to approve the minutes from the 8/18/08 meeting and the motion carried.

09/29/08 BOARD MEETING MINUTES

Mr. Yang made a motion to approve the minutes with Ms. Choy seconding the motion. Board voted to approve the minutes from the 9/29/08 meeting and the motion carried.

DIRECTOR'S REPORT

ENROLLMENT

- 237 students to date. (76 = K, 51 = 1<sup>st</sup>, 50 = 2<sup>nd</sup>, 24 = 3<sup>rd</sup>, 22 = 4<sup>th</sup>, 14 = 5<sup>th</sup>)

CURRICULUM

- Yinghua was a site tour for the national immersion conference on Wednesday October 15<sup>th</sup>; and, based on the feedback, the participants of the tour were very pleased.

- Participants were also excited about the prospect of buying Yinghua's curriculum. Publishing curriculum will become a priority for the school.
- Oral language assessments will begin next week for all grade levels.
- First grade will begin NWEA map testing next week.

#### FACILITIES

- The school has some leaking with the newly-installed windows, which the landlord is fixing.
- The school experienced a power failure last week when a breaker and seven power surge protectors "blew out". New surge protectors will be installed this week in the computer lab. 15 computers were affected by the power surge with no report of damage to these computers.

#### FINANCIAL/GRANT

- Q-Comp has some revisions and Ms. Lueth has set up a meeting with MDE representative s for clarification of revisions. If revisions are completed by Nov. 3<sup>rd</sup>, there is still potential to receive Q-Comp aid in this fiscal year.
- The amended budget has been updated and completed by BKDA and Ms. Lueth. Mr. Parish will review and present to the board at the November 17<sup>th</sup> board meeting.

#### REPORTING

- Assurance of Compliance Reporting is due November 15<sup>th</sup>.
- STAR reporting has opened and is due Dec 1<sup>st</sup>, 2008.

#### STAFFING

- The first of three teacher evaluation cycles has begun and will be completed by the first week of November.

#### STUDENTS/FAMILIES

- The school has some new students attending.
- The family Kite Festival put on by YACA was very successful. Many students and families raved about how much fun it was.
- Fall parent/teacher conferences are the week of November 3<sup>rd</sup>.

### UPDATES/OLD BUSINESS

#### FINANCIALS

- Mr. Parish reviewed the September 2008 YTD financial statement with the board. Overall the school is on track with budget with no concerns at this time.

#### FACILITIES

- Mr. Yang gave the board a facilities update. The committee is continuing with original plans for YBC, which should be incorporated in the next couple of months.
- The committee is still on-track for filing for a 501c3.
- The committee will be conducting a few more site visits in Little Canada and another property by the U of M. Ms. Mueller shared with Mr. Yang the possibility of Howell Elementary School going up for sale. Mr. Yang will review with the Howell Elementary information with the committee, which is also reviewing back-up possibilities including current location of 1355 Pierce Butler road and the Twin Cities Academy location.
- Mr. Yang reviewed the updated information on the Putnam Building. The community meeting with Senate and House representatives and the community was very positive; and there was a great community response to the possibility of Yinghua purchasing the building.

- The purchase agreement second draft will be reviewed, cleaned up and submitted by weeks end. Mr. Yang is hopeful by the next board meeting all paper work for purchase agreement should be complete.
- The Architects are reviewing a 10-year plan for the Putnam Building.
- On October 23<sup>rd</sup> Betsy, Cindy and Luyi were interviewed by people from the Minneapolis School District on academics and potential partnerships.
- In November, Mr. Yang will be meeting with the current landlord of 1355 Pierce Butler building to discuss options for the current lease and the possibility of outlining a back-up plan for the school to stay in the building. Ms. Schatz discussed and will review the possibility of advertising for leasing the 1355 Pierce Butler Rte building in the public notice sections.

#### YACA

- Ms. Doubek also praised the success of the Kite Festival and thanked all of the YACA board members for all their hard work.
- The Blue Sky Guide fundraiser is over; and it appears that YACA has made its goal of raising \$4,000.00.

#### FUNDRAISING/MARKETING COMMITTEE

- Ms. Schatz and Mr. Parish gave an update to the board that the committee is working on a 501c3/Articles of Incorporation plan.

### NEW BUSINESS

#### FINANCIAL POLICIES

- Will be reviewed at the November 17<sup>th</sup> meeting.

#### MEDICAL ABSENCE OF A BOARD MEETING

- Ms. Lueth (on behalf of Ms. Moeller) discussed current medical absence with one of the members of the board and stated that this will be discussed further at the November 17<sup>th</sup> board meeting. Currently there are 9 active board members; the board continues to need six board members in order to have a quorum.

#### BEREAVEMENT PAY

- Ms. Lueth brought to the board's attention the fact that there is no bereavement pay in Yinghua's policies and proposed that the board review the possibilities of adopting a policy to address this issue. The board asked Ms. Lueth to propose a policy at a future board meeting.

### ADJOURNMENT

Mr. Yang made a motion to adjourn the meeting with Ms. Choy seconding. Board voted in favor of the motion to adjourn the meeting and the motion carried.

Meeting was adjourned at 8:12 pm.