

Yinghua Academy Board Meeting
Minutes of November 6, 2006
(as approved at the 12/4/06 board meeting)

BOARD MEMBERS IN ATTENDANCE

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

DIRECTOR IN ATTENDANCE

Besty Lueth

OTHERS IN ATTENDANCE

Janine Trutna, parent; Denise Peterson, Friends of Ascension; and Peter Avirom, Yinghua 2nd /3rd grade teacher

BOARD MEMBERS NOT IN ATTENDANCE

Zhining Chin

10/16/06 BOARD MEETING MINUTES

Motion to approve the meeting minutes forwarded by Sandy Doubek, seconded by Mr. Yan. Passed unanimously.

AGENDA

Motion to approve the agenda forwarded by Mr. VanKeulen and seconded by Sandy Doubek. Passed unanimously.

DIRECTOR'S REPORT

Currently have 81 students. We lost one third grader.

The family event for this month is the Kite Festival / pot luck and is scheduled for Thursday November 9th, 2006. The school will try to have a family night once a month.

We will be meeting with the University of Minnesota/CARLA to begin discussions on partnering with them to do some research on literacy in the Chinese immersion environment.

Curriculum night went very well. About 60 parents came and the parent survey results were great. We averaged 4.5 on a 5 point scale. We will have some of the same materials available for the upcoming open houses. Our curriculum development is going very well to date. The biggest question is around literacy development. Together with CARLA and the teaching team we will continue to develop literacy skills.

Chinese delegation visit went very well.

Health screenings will begin in December.

Facilities update. The fire drill panel was not working but the fire department came out and we have fixed it. Leaky roof being worked out with our landlord.

November 18th, 2006 Charter School Fair at the Hyatt Regency in Minneapolis. We need board members to run the booth from 9:00-2:00.

November 11th, 2006 Open House is from 3:00-4:30.

UPDATES/OLD BUSINESS

Financial Report

Mr. Parish updated the board on the current state of the budget. Our original from 6/12 was based on 87 students. Our new budget will be based on 79 students. Overall the budget has been redone to reflect actual student numbers. At the end of the year we should be within the limits of the minimum fund balance.

Mr. VanKeulen put forth a motion to approve the revised budget. Ms. Doubek seconded that motion.

After some discussion Mr. Parish moved that Ms. Lueth be authorized to approve budgeted expenses up to \$5000. For expenditures over \$5,000 Ms. Lueth must seek the approval of the treasurer and, in his absence, the board chair. Mr. Van Keulen seconded. Motion passed unanimously.

Background Checks

Mr. Parish reported that all background checks are in order.

Accountant

Our accountant has offered to present "School Finance 101" to the board on December 4th, 2006.

Audit

We do not have any open items on the audit.

Celebration of Yinghua Academy

115 rsvp's

The committee asked for board approval of a budget of \$500.00 for food and beverages. Ms. Doubek made a motion for \$600.00 to cover all expenses. Motion passed.

Ms. Schatz has a draft of the program that she will forward to board members.

Mr. VanKeulen will call the police to let them know about the party and will create a map outlining parking options.

YACA

No updates.

Website

Ms. Schatz has completed website updates. Ms. Schatz has created many Yinghua items for sale, and the Yinghua store is up and running.

Future Board Meetings

Ms. Schatz made a motion to accept the proposed dates. Mr. Parish seconded.

December 4th

January 8th

January 29th

February 26th

March 26th

April 23rd

May 21st

June 25th

July 23rd

August 27th

Committees

Long Term Planning Committee – Kristina Schatz, Cindy Moeller, Doug Parish, Sandy Doubek, Betsy Lueth.

Grant Committee – Michael VanKeulen will begin forming some ideas.

Marketing Committee – We will defer creating this committee to a later date.

Board Policies

#506 Student Discipline – Deferred to the next meeting.

Family Medical Leave – Deferred to the next meeting.

NEW BUSINESS

November 11th Open House is being taken care of by Yinghua Staff.

New Board Members

Discussed potential board members. Long Term Planning Committee will discuss board member needs and get back to the board.

Assurance of Compliance

Ms. Moeller advised the board that the Assurance of Compliance is in process.

ADJOURNMENT

At 8:10 Ms. Moeller closed the meeting for discussion of a personnel matter.