

Yinghua Academy Board Meeting Minutes
December 8th, 2008

BOARD MEMBERS IN ATTENDANCE

Naomi Mueller, Sandy Doubek, Joe Yang, Cindy Moeller, Clark Liu, Luyi Lien

BOARD MEMBERS NOT IN ATTENDANCE

Doug Parish, Keri Norell, Maryann Choy, Kristina Schatz

DIRECTOR IN ATTENDANCE

Betsy Lueth

VISITING

Ruth Straub, Janine Trutna

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

PUBLIC COMMENTS

Ms. Straub made a recommendation to the board that if we do not purchase Putnam building and we have to put portables at the current location that the board consider only having 2 kindergarten classes for the 2009 – 2010 school year to assist with the school capacity.

AGENDA

Mr. Yang made a motion to approve the agenda with a one modification with Dr. Lien seconding the motion. Board voted to approve the agenda and the motion carried.

11/17/08 BOARD MEETING MINUTES

Mr. Yang made a motion to approve the minutes with changes with Ms. Mueller seconding the motion. Board voted to approve the minutes from the 11/17/08 board meeting minutes and the motion carried.

DIRECTOR'S REPORT

ENROLLMENT

- Enrollment is currently at 236 students. 76-K, 50-1st, 50-2nd, 24-3rd, 22-4th, and 14-5th.

CURRICULUM

- Margaret Wong has evaluated the first grade CLA curriculum formally with great reviews.
- All teachers have prepared an "Individual Development Plan" based on feedback from the first evaluations.
- Chinese New Year preparations are in the works.
- Jump Rope For Your Heart party will be held Wednesday Dec. 17th at the school.
- The school is currently reviewing the options to publish the curriculum with hopes of having a timeline created soon.
- Yinghua will be publishing an article for the CARLA newsletter with rough draft submitted on December 15th.

FACILITIES

- Several sub-tenant possibilities have been touring the school.

FINANCIAL/GRANT

- World Language performance and financial grant report is due December 19th.
- Finance Award Self-Reflection report is due on December 11th.
- The “Friends of Ascension” award is due December 31st.

REPORTING

- Assurance of Compliance Reporting has been submitted.
- The school is currently working on the Federal report for Special Education.
- STAR reports have been completed and submitted.
- MARSS and ADM reports are due December 15th.

STAFFING

- First evaluations have been completed.
- Walk-through evaluations will begin as a second evaluation December 2008 through February 2009.

STUDENTS/FAMILIES

- Many parents have questions concerning the facility information, which may require additional information to be provided to them.
- The school has conducted two open houses for enrollment next year. 20 families participated in the first open house in November; and 13 families participated in the open house in December. Based on 2007-2008 open house attendance records, there is an increase in attendance.

UPDATES/OLD BUSINESS

FINANCIAL

- Mr. Parish was not present at the meeting but had sent out the financials to the board earlier in the day. Board reviewed the financials with no concerns or modifications.
- Mr. Parish had also sent out the monthly report on Electronic Funds Transfer activity. Ms. Moeller explained to the board some of the information and some of the language that is in the report. The board reviewed the report and will decide at the next board meeting on whether the board should just review this report or should also approve it.

FACILITIES

- Mr. Yang updated the board on the current status of the purchase of the Putnam facility, which is in the inspection phase. The committee is also looking at the option of portables for the 2009 – 2010 school year in the current location if the Putnam agreement falls through. YBC has submitted the paper work for the 501c3.

YACA

- Ms. Moeller gave a YACA update to the board. YACA newsletter will go out to the parents at the end of this week. YACA is working on Great Gatherings and direct drive fundraisers. Ms. Moeller shared with the board the differences in fundraising focus between YACA and the Fundraising/Marketing committee. YACA will continue to do their fundraising drives for the Artistic Partnerships and for fieldtrips for the school. The Fundraising/Marketing committee will be focusing on larger fundraising opportunities for the school.

FUNDRAISING/MARKETING COMMITTEE

- Ms. Schatz was not able to attend the board meeting. On her behalf Ms. Moeller shared with the board that a couple of parents from Yinghua Academy went to the Dodge Nature Center event and that there was a lot of interest in the school.

NEW BUSINESS

DATES FOR END-OF-THE YEAR AND BACK-TO-SCHOOL PICNICS

- Ms. Moeller will be reviewing the facility options and dates for the end-of-the-year picnic and back-to-school picnic.

ELECTION OF YINGHUA ACADEMY BOARD OFFICERS FOR 2009

- Ms. Moeller announced to the board that it was time for collecting names of nominees for the officer positions for the 2009 calendar year. Voting for the officer positions will be held during the January 5th, 2009 board meeting.

CHINESE NEW YEAR

- Ms. Lueth updated the board on the Chinese New Year planning. The school is looking at options for the 2009 Chinese New Year performances for possibly February 5th or 6th. A couple of considerations would be multiple shows at the current facility; and Mr. Yang is reviewing the option of using the Putnam auditorium and gym.

ADJOURNMENT

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

Meeting was adjourned at 8:41 pm.