

YACA Board Meeting Minutes
August 11, 2009
Coffee Bene/Davanni's
FINAL

Ms. Parish called the meeting to order at 7:00 p.m.

Board Members Present

Tess Degeest, Todd Harmsen, Susan Green, Wendie Lindberg, Ana Ly, Coley Murphy, Naomi Mueller, Sandy Norris, Jean Parish, Ruth Straub

Brief introductions were made.

Agenda

Ms. Parish proposed the following amendments to the agenda: discuss Back-to-School night and the purchase of tables; new family calling; and carpooling.

Ms. Degeest made a motion to approve the agenda as amended.

Mr. Murphy seconded the motion. The motion was approved unanimously.

Minutes

Ms. Degeest made a motion to approve the minutes from the July 18, 2009 Board meeting with amendments discussed. Ms. Lindberg seconded the motion. The motion was approved unanimously.

Public Forum

No one attending.

Review of By-Laws

Ms. Parish gave a brief explanation of the history of the by-laws. The by-laws were reviewed point by point. The mission of YACA and another review of the by-laws will be done at a future Board meeting. Ms.

Degeest made a motion to approve the by-laws as amended. Ms. Ly seconded the motion. The motion was approved unanimously.

- Ms. Lindberg will send a copy electronically before posting the final version.

The required background checks were discussed.

- Ms. Lindberg will email Ms. Kreitzer to ensure these are completed for any new Board members who have not had background checks done by Yinghua.

Standing Reports

Chair/ Co-Chair:

Ms. Parish reviewed the committee status. Ms. Lindberg will remain on the Fundraising committee and Ms. Ly will join the School/Family committee.

- Ms. Parish will send a list to all Board members of the current committee memberships.

Ms. Parish reviewed the dates set for next four YACA Board meetings. The group agreed to the following meeting dates, all to begin at 7:00 p.m.:

September 15th at Yinghua
October 8th, location TBD
November 4th, location TBD
December 15th, location TBD

- Ms. Ly will confirm space availability at Yinghua Academy with Ms. Kreitzer.

The General Membership meeting will be on October 20, 21, 22 or 23 depending on speaker availability.

Secretary:

Ms. Lindberg reported that all Board members had acknowledged receiving messages from the Yahoo group and had received information to set up Yahoo accounts.

Ms. Lindberg requested that all Board members forward their volunteer hours to her for the end of the school year so this can be reported to Ruth Hanson, Volunteer Coordinator.

Ms. Lindberg reviewed the results of the end of the year parent survey. The results will be used in planning General Membership meetings, fundraising, and events. The survey will be conducted again next year.

There was additional discussion about the first general membership meeting.

- Ms. Degeest will follow-up with Cindy Moeller regarding doing the state-of-the-school address and scheduling Tara Fortune as the speaker for the first general membership meeting.
- Ms. Ly will check with the new after-school program coordinator on childcare for general membership meetings.

Treasurer:

Ms. Norris distributed the current Treasurer's report and budget for the YACA 2009-2010 budget. She reviewed the format for the new members. There was a discussion on timing for budget approval and it was agreed that this topic will be reviewed again.

Volunteer Coordinator:

No report. Ms. Green noted that volunteers are most needed for recess and for the library.

School Board Liaison:

- Ms. Mueller reported that Yinghua was one of the four finalists for the Friends of Education Achievement award. Eagle Ridge received this award.
- Mary Ann Choy, Yinghua Academy Board member, is setting up a welcoming committee for new teachers.
- Clark Liu resigned his Yinghua Academy Board position. The Board appointed Jeanine Trutna for a one year term and Scott Jax for a three year term.
- The Yinghua Academy Board is also reviewing its by-laws.
- Yinghua Academy open house dates have been set for the fall and winter.
- Open enrollment for the 2010-2011 school year is scheduled for January 4 – February 9, 2010.

Subcommittee Reports

School and Family Events:

Back to School Picnic (Sunday, August 30). Ms. Green proposed spending \$300 on folding tables. Funds that had been designated for a Newell Park permit can be used, as a permit will not be needed. Ms. Green reported that the school gym and bathrooms will be available in case of rain.

- Ms. Green will procure plates and name tags and the folding tables.
- Ms. Green will check with Ms. Kreitzer on the need for volunteers to monitor the doors to the building during the picnic.
- Ms. Ly noted that used uniforms for the sale can be dropped off at the school beginning August 24th through August 28th.
- Ms. Green will bring Mabel's Labels samples to display at the used uniform sale.

Back to School Night. This is scheduled for Thursday September 3rd. YACA will have a table there with sign up sheets for volunteers and copies of the most recent newsletter.

- YACA Board members should rotate through staffing the table on an informal basis.
- Ms. Straub will bring a sample Blue Sky Guide to display.
- Ms. Green will bring Mabel's Labels samples to display.
- Ms. Parish will bring volunteer sign-up sheets.

Kite Festival. Ms. Parish has asked Ms. Lueth for direction on whether or not the school wants to host another Kite Festival and will report back when she has an answer.

Parent Coffees. Ms. Parish reported that the first one will be held on Thursday, September 10th from 8:30 to 9:30 at Urban Harvest. Subsequent coffees are planned for the first Friday of each month.

Parents' Corner. Ms. Straub proposed that YACA purchase a couple of booster seats to provide for use when a child is picked up from school by an emergency contact who does not have a car seat. There was discussion about the potential school and/or YACA liability related to this.

Ms. Parish reported that she was approached by a Yinghua parent to see if a YACA subcommittee could be formed to facilitate car-pooling efforts. She checked with Joe Yang, Yinghua School Board member who advised that due to potential liability YACA should not be involved with this.

- Ms. Parish will follow up with Mr. Yang on the car seat issue.

Class Coordinators. Ms. Parish reported that Ms. Daul and Ms. Kirkwood are moving forward with planning the program and are scheduled to present to the teachers on August 20th

Education:

Ms. Green and Ms. Straub proposed that YACA sponsor a school Science Fair. Preliminary thoughts are that this would be an optional event for students, be open to parents, and be held one night, most likely in the spring following Chinese New Year. Ms. Green and Ms. Straub will put together an outline to present to Ms. Lueth.

Ms. Parish reported that she had distributed to the teachers their portion of the Artistic Partnerships handbook.

Ms. Parish noted that the tile installation is scheduled for Sunday, August 16th.

Communications:

Ms. Parish reported that the next YACA newsletter will be sent out the second week of school – most likely September 18th and will be distributed in folders. The final copy needs to be to Ms. Kreitzer by September 13th. Information needs to be submitted to Ms. Degeest by Tuesday September 8th. Topics to be included are: Blue Sky Guide, General Membership Meeting, Kite Festival (if held), and a request for volunteers.

Paper vs. electronic distribution of the newsletter was discussed again.

Ms. Parish will research the possibility of having a YACA bulletin board at YA.

Fundraising:

Ms. Parish suggested that the fundraising committee meet and develop an action plan for the planned fundraisers to be held, including the Blue Sky Guide and other ideas suggested in the parent survey.

New Family Calling:

Ms. Parish noted that there are new students who will be starting this fall who were not included on the list of new families the Board contacted earlier this summer. Since it is not possible for the school or YACA to identify families added to the list since then, the Board will not be able to call these new families.

Grounds:

No report.

Old Business

No old business.

New Business

No new business.

Adjourn

Ms. Parish adjourned at the meeting at 9:20.

The next Board Meeting is scheduled for Tuesday, September 15th, 7:00 pm at Yinghua Academy.