

YACA Board Meeting Agenda
Wednesday August 15, 2007
Yinghua Academy
Final

Ms. Erickson called to order at 6:35 pm

Board Members Present

Aura L Besse, Cindy Moeller, Julie McCormick, Janine Trutna, Jennifer Daul, Clayton Black, Christina Erickson, Sandy Doubek, Deb Volkert

Board Members Not Present

Jean Parish

Visiting

Kristin Swenson, Ruth Hanson

Agenda

After a couple of additions to the Agenda, Ms Daul made a motion to approve the agenda.

Mr. Black seconded the motion

Motion approved unanimously

Meeting Minutes

Ms Trutna made a motion to approve the minutes.

Ms. Besse seconded the motion

Motion approved unanimously

Standing Reports

Chairs:

Ms. Erickson discussed that the library is in need for organization. Ms. Trutna, Ms. Swenson and Ms. Hanson are working on the library. What isn't accomplished Saturday during clean-up day a volunteer committee will get together to finish before school opens.

Ms. Daul is working on a YACA newsletter. In addition, Ms. Lueth is working on a printed school newsletter and YACA may create a section for the school newsletter. Ms. Moeller shared with the board that the school is looking into a monthly web or email newsletter sent to the families the first part of the month.

YACA bulletin board – Ms Daul made a recommendation to the board that we put our photo of the board as part of the information.

Secretary:

YACA Yahoo list serve has all of the calendar events listed in addition to the YACA minutes have been posted.

Treasurer:

Ms Besse gave a financial report from last year updating the final numbers from Blue Sky and Direct Drive. We have a balance of around \$4,500.00, to begin the next school year.

Yinghua School Board Report:

Ms. Moeller updated the group on the last board meeting. Three dates have been schedule for the parent information meeting to seek information on Yinghua “6th grade and Beyond” meetings which will be an open dialog. Yinghua Academy Board will have a retreat first part of November to make some decisions on growing Yinghua or start a separate middle school.

Ms. Moeller gave an overview on the MCA reporting on Yinghua 3rd graders.

Subcommittees Report:

Ms. Daul handed out the subcommittee sign-up sheet to the board for everyone to review.

Volunteer Coordinator’s Report:

Ms. Swenson and Ms. Hanson discussed the volunteer policy and background check for the new volunteers. Anyone signing up to volunteering will have a background check and will need to pay for it. There will be a volunteer table at back to school night for volunteer sign up for recess duty, lunch, and lunch clean-up, library, computer lab, resource center and events.

A log sheet is being created for volunteer sign-up information at the front desk to keep track of volunteers throughout the year. Ms. Swenson and ms. Hanson recommended that we recognize a few families with a gift at the end of the year for families who volunteer the most.

The volunteer coordinators are looking into the milk carton tops and box tops for funding the volunteer gift. Ms. Moeller recommended that we also look at the funds provided by Target on the Visa card school give back.

Ms. Swenson would like YACA to give the number of volunteers needed for each event.

Ms. Swenson and Ms. Hanson are also coordinating a birthday book is a sign up sheet for parents to donate a book to the library in recognition of their children’s birthday.

Ms. Swenson and Ms Hanson are working on an introductory letter for volunteer information to the new parents.

Old Business**By-law’s:**

Updates were made to Chapters Nine “Standing and Special Committees” through Chapter Fifteen “Review”.

Ms. Erickson recommended that YACA ask Joe Yang to review the By-Laws prior to the October General Membership meeting.

By-Laws will be voted on at October General Membership.

Back to school picnic:

Flyer went out in the school packets. Ms. Moeller is making YACA Name Badges.

Ms. Volkert will pick up any plates, napkins and nametags for this event.

Introductions will be made with food inside the building.

Guest speaker tentative outline:

Fall – teaching, reading

Winter – learning differences between boys and girls

Spring – latest on immersion – Tara Fortune

Ms. Trutna gave information on the one of the speakers for the General Membership meeting and discussion was held around how much a budget do we have to give towards the speakers

Ms Daul made a motion that we allocate up to \$200.00 for the speakers.

Ms. Volkert seconded the motion.

After discussion of how to fund this speaker based on the money YACA has in this budget the motion was brought to a vote. Ms. Moeller recommended this be discussed with Ms. Lueth.

Motion approved unanimously.

Artistic Partnerships:

Volunteer recruitment is in progress.

501 (c) 3 Status:

Discussion will be held during the September YACA board meeting.

Yearbook update:

No formal update at this time. Ms. Doubek will be working with Ms. Luger on the planning and coordinating of the 2007 – 2008 Yinghua Academy yearbook.

New Business:**Budgetary Goals:**

Ms. Besse gave the board an update on budgetary goals for the 2007 – 2008 school year. YACA will create a written budget for the school year with targeted goals for each fundraiser and where the money will be spent. Budgets will become really important as we apply and maintain a 501 (c) 3 status. Ms. Besse recommended that we have YACA funds separate from a school board funds as long as we don't go over \$5,000 dollars. We could recommend that the fundraisers with specific donations that are budgeted for the school have checks made out to the school for that fundraiser. Not have the money run through the YACA funds.

Ms. Besse will bring a budget draft to the September board meeting for discussion with an operating budget for our necessary YACA expenses like:

- Mailings
- Office supplies
- Parent education
- Paper Products
- Teacher and Volunteer Gifts
- General Membership meeting speakers

Great Gatherings fundraiser:

Ms. Besse gave the board an idea for great gathering fundraiser. Her idea was to have the board come up with great gathering ideas and send out information to the parents for the event listing possibilities for having various great gatherings throughout the year.

Back to School Night:

YACA will have a table with YACA information at the back to school night event. Ms Erickson will do a quick introduction during the event. The board reviewed the YACA meeting information document.

Adjourn

Ms. Erickson adjourned the meeting at 8:50 pm.

Next Board Meeting date is September 20th, 2007
General Membership meeting is October 9th, 2007