

**YINGHUA ACADEMY COMMUNITY ASSOCIATION (YACA)**  
**MINUTES OF THE JUNE 21<sup>ST</sup>, 2006 BOARD MEETING**  
**SHOREVIEW PUBLIC LIBRARY**

Meeting convened at 6:38 pm

**Board Members in Attendance**

Sandy Doubek, Jean Parish, Jennifer Daul, Christina Erickson, Janine Turtna, Aura Lee Besse, Cynthia Lee, Cynthia Henning, Kathleen Lowry

**Board Members Not in Attendance**

**Special guest to YACA board meeting**

Betsy Leuth,

The meeting began with introductions and outline of agenda.

**Agenda**

Ms. Erickson handed out June 21<sup>st</sup>, 2006 YACA board-meeting agenda.

Ms. Parish asked for Dragon Boat Festival to be added to the agenda.

Ms. Daul made a motion to approve agenda with Dragon Boat Festival added to agenda for discussion.

Ms. Besse seconded the motion

Vote was taken and June 21<sup>st</sup> YACA board meeting agenda was approved. All board members favored and none opposed.

**Approval of 5-24-06 meeting minutes**

Ms. Erickson asked for any discussion on the May 24<sup>th</sup>, 2006 YACA board meeting minutes. There was no further discussion or additions to May 24<sup>th</sup>, 2006 YACA board meeting minutes.

Ms. Turtna made a motion to approve minutes from May 24<sup>th</sup>, 2006 YACA board meeting

Ms. Parish seconded the motion.

Vote was taken and the May 24th YACA board meeting minutes were approved. All board members favored and none opposed.

**Discussion with Yinghua Academy Director Betsy Leuth**

Ms. Leuth started discussion by giving an update on Yinghua Academy.

- Current enrollment for students is 75 applications to date. Statistics state to expect 60% of the enrollees show up the first day. More enrollment efforts are still needed.
- Official enrollment packets were sent out to Yinghua Academy parents and are due back July 15<sup>th</sup>.
- 2 teachers were given offers for positions at Yinghua Academy.
- Teacher meet and greet is scheduled for July 15<sup>th</sup> open house at Yinghua Academy school
- Teacher interview process overview was given by Ms. Leuth
- MN teacher delegates China press conference is set up for Thursday June 22<sup>nd</sup>, 10:00 am at Yinghua Academy with Ms. Leuth giving opening statement. This is great press coverage for Yinghua Academy since we are the first Chinese immersion school in the Midwest.
- Ms. Leuth gave Dragon Board Festival overview of activities.
- Secretary is hired – Penny Juang (sp?)
- Ms. Leuth gave an overview on Yinghua Academy background checks for teachers, staff and school volunteers. Also some ideas for parent/teacher/student partnership in education. One of the ideas was a student home visit by the teacher during the school year to meet with parents/student.

Discussion next moved to communication patterns between Yinghua Academy board and YACA board.

- Ms. Leuth recommended that one executive board member from each group attend board meetings for Yinghua Academy and YACA.
- Both individuals would be the liaison between both boards for information and communication in addition to having voting rights on the Yinghua Academy board and the YACA board.
- Yinghua Academy Board meets twice a month right now and is currently scheduled through December.
- Ms. Leuth recommended that all YACA events be sent through to her (until Penny is on board) to review with the school calendar prior to scheduling event.
- Ms. Parish suggested that YACA board discuss at tonight's meeting and vote one executive board member to serve as the YACA representative on the Yinghua Academy board.
- Ms. Leuth will be notified as to whom the YACA board nominated to represent YACA on the Yinghua Academy board.
- Ms. Parish recommended sending YACA board meeting to Ms. Leuth each month. No further discussion was held on this subject by the YACA board.
- Ms. Leuth strongly recommended that at this time since this is a new school that both Yinghua Academy and YACA board work together. It is not recommended that YACA create its own logo identity and items at this time outside of the Yinghua Academy.

Ms. Erickson brought up a question for teacher/parent meeting or support. Discussion was held around parent/student/teacher relationship. Ms. Leuth recommended that any other teacher or parents meeting be held off until September, but discussed some items being developed for parents/student/teacher relationship.

Ms. Erickson asked Ms. Leuth if YACA board could hold meetings at the Yinghua Academy School. For now, it is not recommended, but YACA board and general meetings could meet at the school during the school year.

School opening needs was brought up by Ms. Erickson who asked Ms. Leuth if there was anything YACA could do for the opening. Ms. Leuth stated that she was going begin putting together a list for the school when she gets back from China. Once the list is put together, Ms. Leuth will be asking for assistance. More information will be coming.

Ms. Leuth asked for the YACA board to look into the local city festivals to set up a booth or represent Yinghua Academy for continuing enrollment and Yinghua Academy recognition. Some recommendations for these events were to shake hands, pass out flyers, etc. and start a YACA events calendar. Ms. Leuth gave recommendations on what to hand out at these events.

Discussion was held around confidentiality, parent contact and liability for car pools. Ms. Leuth is reviewing and will give more information to YACA board on parent confidentiality and car pool liability.

Ms. Leuth asked for assistance in writing a technology grant. Yinghua Academy could use assistance with getting computers.

Ms. Leuth recommended YACA find funding for an Artist-in-Residence (musicians, et cetera), perhaps one each month for school year in addition to field trip fund raising opportunities.

While Ms. Leuth is in China, all correspondence to her from YACA should also include Kristina Schatz and Cindy Moellers

### **By-Laws**

Ms. Parish made a motion to discuss YACA/YA board exchange. Ms. Daul seconded the motion. Discussion was held around YACA/YA board member exchange pros and cons. More information is needed as to the roll of the two individuals who will serve on both YACA and Yinghua Academy board. Ms. Trutna made a motion to vote on having a YACA executive board member on the Yinghua Academy board.

Ms. Parish seconded the motion.

Vote was taken and YACA Board approved. All board members favored and none opposed.

Next discussion was based on who from the YACA executive board will be the YACA representative on the Yinghua Academy board. Ms. Doubek volunteered to be the YACA executive board representative to serve on the Yinghua Academy board through December 2006. At that time more discussion will take place on the YACA/YA board exchange.

Ms. Besse made a motion to nominate Ms. Doubek to serve as YACA's representative on the Yinghua Academy board.

Ms. Parish seconded the motion.

Vote was taken and YACA board approved. All board members favored and none opposed.

Ms. Daul will update Bylaws to include this information with an addition that if Ms. Doubek is not able to attend one of the Yinghua Academy board meetings, another YACA executive board member will be substituted in her place.

Next on the Bylaws subject, the board discussed the number of board members to serve on the YACA board since now a Yinghua Academy board member will be added to the YACA board. Current bylaws are stated as 9 (nine) total YACA board members. Discussion was held around keeping the YACA board at 9, move to 10 with addition of YA board or change board to 11.

Ms. Doubek made a motion to table this vote for tonight and instead use the Yahoo YACA board group site to create an Internet vote on this subject. Ms. Parish seconded the motion.

Vote was taken and YACA Board voted to have an Internet vote on this subject. All board members favored and none opposed.

Ms. Doubek will add all current YACA board members to the Yahoo YACA board group site and cue everyone to vote in a week or two.

### **YACA space on Yinghua Website**

Discussion tabled

YACA board members will utilize the Yahoo YACA board group site for YACA board information.

### **Treasurer Position**

Aura Lee Besse volunteered to be YACA Treasurer.

### **Newell Picnic Plans Tuesday June 27th**

Ms. Henning updated on park, dates and time. Rate was \$39.00 for shelter, which was paid by Henning and will be paid back to Ms. Henning from YACA future funds.

Ms. Henning volunteered to bring 2 large drink dispensers to picnic. One containing water and one containing lemonade. Ms. Daul also stated that she has a large drink dispenser and would be happy to bring it to the picnic as well.

Ms. Henning also stated that she had a lot of paper items to bring to the picnic except for plates. Board discussed and agreed to figure on 100 attendees for drink and paper items to bring. Ms. Doubek will create a picnic sign up list and send out to YACA board members beginning with Ms. Henning. Paper items include drinks, cups, plates, silverware, napkins, and nametags.

### **Dragon Boat Festival**

Ms. Parish gave an overview on festival volunteers needed. YA Board and YACA board members should be represented at the booth during festival at booth.

Ms. Parish asked YACA Board to recommend an inexpensive craft item for YA booth as an addition to the recommended craft items.

C. Lee recommended face painting and sheets of photocopied Chinese patterns/motifs for coloring.

Ms. Daul recommended cut-outs – lanterns, Chinese patterns

#### **Kindergarten Round up**

Ms. Leuth is managing Kindergarten Round-Up at this time. No further information was discussed.

#### **Summer Play Dates**

C. Lee recommended that future picnics be given a food theme. For the sake of time, discussion was tabled for future YACA board meetings.

#### **Grant Writing**

Ms Erickson brought up the discussion of Grant writing, but since we are not an approved 501-3c board yet no grants could be written on behalf of YACA.

#### **Logo Wear**

Ms. Doubek gave an overview on logo wear discussion with Kristina Schatz. It is the Yinghua Academy board's wish that YACA use the Yinghua Academy logo items approved by the YA board, which can be purchased at cost, for all fundraising events.

#### **Fundraising**

Will be discussed at next YACA board meeting

Meeting adjourned at 8:30 pm.