

**YINGHUA ACADEMY BOARD OF DIRECTORS**

**Regular Meeting Minutes**

Monday, September 18, 2017 6:00 p.m.

Yinghua Academy Media Center

**Board Members in Attendance:** Lisa Matre (Chair), Amanda Schneider (Treasurer), David Mair (Secretary), Mei Chen, Jason Cintorino, Denny Grubish, Paul Haller, Rosemary Lawrence, Bo Liu, Joel Luedtke, Jane Steiner, Chris Ziolkowski

**Board Members Not in Attendance:** Shu-Mei Lai

**Executive Director in Attendance:** Sue Berg

**Academic Director in Attendance:** Luyi Lien

**YACA Representative in Attendance:** Rebecca Wright

**Public in Attendance:** Abigail Pribbenow. Ruth Straub

I. CALL TO ORDER

Ms. Matre called the meeting to order at 6:01 pm.

II. APPROVALS (62 minutes)

a. 9/18/17 Agenda

Ms. Matre proposed adding an approval of Policy YA011 – Immigration Policy.

**The MOTION by Mr. Grubish to approve the agenda as amended was seconded and passed.**

b. 8/21/17 Regular Meeting Minutes

Minor edits were proposed by Mr. Grubish and Mrs. Berg.

**The MOTION by Ms. Chen to approve the minutes as edited was seconded and passed. Mr. Luedtke abstained.**

c. Policy 402 – Disability Nondiscrimination Policy

Mr. Grubish presented the minor edit that was made to the Policy in Governance Committee.

**The MOTION by Dr. Mair to approve the Policy was seconded and passed.**

- d. Policy YA-010 – Admissions Policy

Mr. Grubish presented the edit to the Policy that was made in Governance Committee. Other edits were suggested by Dr. Lawrence and Mrs. Berg. Discussion followed.

**The MOTION by Ms. Chen to approve the Policy as edited was seconded and passed.**

- e. Policy 412 – Expense Reimbursement Policy

Mr. Grubish presented the minor edits that were made to the Policy in Governance Committee.

**The MOTION by Mr. Luedtke to approve the Policy as edited was seconded and passed.**

- d. Policy YA-011 – Immigration Policy

Mrs. Berg presented minor edits to the Policy that were made in Governance Committee. The latest draft of the Permanent Residence Visa Expenses Agreement was also presented.

**The MOTION by Ms. Chen to approve the Policy as edited was seconded and passed.**

- f. Fiscal Year 2017 Annual Report/World’s Best Workforce Report

Mrs. Berg presented the FY 2017 Annual Report.

**The MOTION by Mr. Grubish to approve the Annual Report was seconded and passed.**

III. PUBLIC COMMENT (1 minute)

YACA representative, Rebecca Wright, informed the Board of the current YACA chair rotation and plan.

IV. ACADEMIC REPORT (51 minutes)

Dr. Lien presented an update on the academic performance of Yinghua Academy students from the 2016-2017 school year and compared the results to our contract goals.

V. FINANCE/FACILITIES UPDATE (4 minutes)

Ms. Schneider summarized current financials. The 2017/2018 academic year is 17% completed. Fund balance is at 37%. Expenditures are at 12% for the year, revenues are at 16%.

VI. GOVERNANCE UPDATE (1 minute)

Mr. Grubish provided a brief update on the policy review process and the plan for the Board Retreat.

VII. OCTOBER 6<sup>TH</sup> STAFF APPRECIATION BREAKFAST (2 minutes)

Ms. Matre notified the Board that October 6<sup>th</sup> is a non-school day, and she encouraged Board members to consider attending the staff appreciation breakfast.

VIII. EXECUTIVE DIRECTOR REPORT (7 minutes)

Mrs. Berg presented the most recent executive director report. Mr. Luedtke noted that Yinghua Academy has a very low percentage of FRL participants, and that the school should continue to explore ways to increase FRL students.

IX. ADJOURN

**The MOTION by Mr. Grubish to adjourn at 8:09 p.m. was seconded and passed.**

Minutes drafted by David Mair

Approved by vote of Board on: 10/16/17