

YINGHUA ACADEMY BOARD OF DIRECTORS

Regular Meeting Minutes

Monday, October 21, 2024, 6:00 p.m.

Yinghua Academy Media Center: 1616 Buchanan St NE, Minneapolis, MN 55413

Board Members in Attendance: Cindy Moeller (Chair), Charles Robinson (Treasurer), Nathan Bode (Secretary), Colleen Ebinger, Paul Haller, Bryan Huang, Barbara Knott, Paul Landahl, Yinglu Zeglin, and Ying Zhang

Board Members Not in Attendance: Pamela Stommes

Executive Director in Attendance: Dr. Luyi Lien

YACA in Attendance: Chris Klisch

Public in Attendance: Elise Santa (Friends of Education), Michelle Vuong (left at 6:50 p.m.), Kate Herman (left at 6:58)

I. CALL TO ORDER

Ms. Moeller called the meeting to order at 6:00 p.m.

II. APPROVALS (7 minutes)

a. 10/21/2024 Agenda

Ms. Moeller presented the draft agenda with a change to remove the fundraising update and to add a student leave of absence request.

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

b. 09/16/2024 Regular Meeting Minutes

Ms. Moeller presented the minutes for the September Board meeting. A minor update was recommended.

The MOTION by Dr. Haller to approve the September meeting minutes as amended was seconded and passed.

c. Leave of Absence Requests

Dr. Lien presented two student leave of absence requests for 17 days.

The MOTION by Ms. Zeglin to approve the student leave of absence request was seconded and passed.

III. BOARD UPDATES (62 minutes)

Ms. Moeller requested that all Board members complete the online Data and Privacy training. She is required to sign off by October 31st, 2024, that all Board members have taken the training.

Ms. Moeller mentioned that there would be an election for the Board's three Officer positions for the next calendar year term during the December Board meeting. Mr. Robinson and Mr. Bode's positions will be open as their Board terms end in June 2025. Ms. Moeller is still considering whether she will run to continue as the board chair. Ms. Moeller asked that any board member who plans to run for one of the officer positions let her know of their plans by the November board meeting, so that she can ensure there is at least one candidate for each of the officer positions.

There was discussion on the structure and need for Development and Fundraising Board committees. This topic was tabled until a future Board meeting. Ms. Moeller also mentioned there was a meeting to discuss fundraising for school that included Dr. Lien, Corey Magstadt, Ms. Moeller and Mr. Bode.

Ms. Moeller introduced the topic of Student Enrollment Targets for the 2025-2026 school year. There is ongoing planning on the topic with further discussions planned at upcoming Board meetings. Board members provided additional background history of this topic. The impact of this topic will also be presented at the Finance presentation for Yinghua University this coming January.

Dr. Lien gave background on the decision whether to go to Taiwan or China for the next 7th and 8th grade optional summer trip. She will present her recommendation on which country to travel to for the 2025 trip.

IV. FINANCE COMMITTEE UPDATE (5 minutes)

Mr. Robinson summarized the current financials, which are 25% complete for the 2024-25 fiscal year. Expenditures are at 18% and revenues are at 22% of the revised annual budget. There is currently a total net gain of \$407,002 across all funds. There are currently 852 students enrolled at the school. The school's 2023-2024 Financial Audit is almost finished and will be presented at one of the next Board meetings.

V. GOVERNANCE COMMITTEE UPDATE (10 minutes)

Dr. Haller led off his update stating that that he was sorry Andrew Lawton had to resign from the Board. There was a change to Minnesota's charter law where an individual cannot serve on more than one charter school board.

Dr. Haller went on to introduce the following policies.

- YA-005 – Student Leave of Absence Policy
- YA-007 Yinghua Professional Conduct
- YA-008 Data Practices

The Governance committee is recommending the Executive Director be allowed to make decisions regarding YA-005 and to provide an update to the Board on any decisions. The committee is also recommending Policy YA-008 be retired as it is now a duplicate of Policy 722.

The MOTION by Ms. Zeglin to retire Policy YA-008 Date Practices was seconded and approved.

VI. YINGHUA / FOYA FUNDRAISING COMMITTEE (2 minutes)

Ms. Moeller mentioned that she is reaching out to Joel Luedtke, Yinghua parent and former Yinghua Academy School Board member, regarding endowments as he works for the Minneapolis Foundation.

VII. PERSONNEL COMMITTEE (2 minutes)

Ms. Moeller provided an update that Personnel is reviewing the purpose of the Personnel committee.

IX. EXECUTIVE DIRECTOR'S REPORT (56 minutes)

Dr. Lien provided updates on the Strategic Plan 2023-2026, which the board had adopted in August 2023. She highlighted key accomplishments and milestones across the following categories of the Strategic Plan.

- World Class Mandarin Immersion – 50 milestones
- Cultivate and Equip Students – 48 milestones
- Partnerships and Relationships – 58 milestones

Dr. Lien concluded her update by mentioning the School Climate Survey. The results were presented during parent-teacher conferences. The presentation will also be posted on the school's website and will be presented at a teachers & staff meeting.

X. PUBLIC COMMENT (0 minutes)

None

XI. ADJOURN (1 minute)

Ms. Moeller concluded the meeting.

The MOTION by Ms. Ebinger to adjourn at 8:25 p.m. was seconded and passed.

Minutes drafted by Nathan Bode

Approved by vote of Board on: 11/18/2024

DRAFT