



MINUTES
Board of Directors Meeting
1086 Alcatraz Ave.
Oakland, CA
March 2, 2017
6:00 PM

Remote Attendance:

1620 E Alder, Seattle WA
360 22nd Street, Oakland CA
1442 Lawrence St, Houston TX 77008

Call-in Info:

1-323-920-0091
pin: 4764250#

Vision & Mission

Yu Ming Charter School will provide a challenging and comprehensive education for Kindergarten through 8th grade students, preparing them to be inquisitive and analytic lifelong learners in the 21st Century world. Our mission is:

- *To provide an academically rigorous college preparatory program*
- *To graduate students with bilingual and biliterate skills in Mandarin-Chinese and English*
- *To nurture intellectual curiosity, international perspective and diligence in attaining personal goals*
- *To develop young people with compassion, sound moral character and a sense of responsibility for the community and the environment*

I. Preliminary

A. CALL TO ORDER

The meeting was called to order at _____.

B. ROLL CALL

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

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REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

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NAME	PRESENT	ABSENT
Diana Lee		X
Joy Lee	X	
Phuoc Le	X	
Ron Lewis	X	
Julie Mikuta	X	
Matt Miller		X
Jessica Norman	X	
Thompson Paine		X
Eric Peterson	X	
Rodrigo Prudencio	X	
Brianna Swartz	X	

A. APPROVAL OF AGENDA

The Consent Agenda did not include the minutes of the January 2017 meeting
 Only January 2017 check register was reviewed as part of the consent agenda
 The Education Committee item was removed from the agenda

Motion to Approve: Eric
 Second by: Jessica

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Seconded by:

Vote:

NAME	Yes	No	Abstain
Diana Lee			x
Joy Lee	x		
Phuoc Le	x		
Ron Lewis	x		
Julie Mikuta	x		
Matt Miller			x
Jessica Norman	x		
Thompson Paine			x
Eric Peterson	x		
Rodrigo Prudencio	x		
Brianna Swartz	x		

C. APPROVAL OF CONSENT AGENDA

Motion to Approve: Jessica

Seconded by: Brianna

Vote:

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NAME	Yes	No	Abstain
Diana Lee			
Joy Lee	x		
Phuoc Le	x		
Ron Lewis	x		
Julie Mikuta	x		
Matt Miller			
Jessica Norman	x		
Thompson Paine			
Eric Peterson	x		
Rodrigo Prudencio	x		
Brianna Swartz	x		

II. INVITATION TO THE PUBLIC TO ADDRESS THE BOARD

III. CONSENT AGENDA (5 mins)

- ~~A. Approve January 2017 meeting minutes~~
- B. Approve January/February 2017 Check Register

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IV. ITEMS OF BUSINESS

A. Principal’s Report (Principal Park, 15 minutes)

Principal Park provided an overview of applications for the 2017-18 school year, and the teacher satisfaction survey

1. FSO report

The FSO representative provided an update of the upcoming parent-organized gala.

B. Finance Committee -- VOTE (Norman, 20 minutes)

1. Financials presentation (Edtec – Kelly Ellis)

The board reviewed recent financial information, including recent changes in ADA, the 2nd Interim budget projections, and an introduction to the budget planning process for 2017-18.

2. Approval of Fiscal Year 2017 Audit Contract (VOTE)

The Board considered the renewal of the auditor contract.

Motion to Approve: Eric

Motion by:

Seconded by: Jessica

Vote:

NAME	Yes	No	Abstain
Diana Lee			
Joy Lee	x		

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Phuoc Le	x		
Ron Lewis	x		
Julie Mikuta	x		
Matt Miller			
Jessica Norman	x		
Thompson Paine			
Eric Peterson	x		
Rodrigo Prudencio	x		
Brianna Swartz	x		

3. Approval of 2nd Interim Budget (VOTE)

Motion to Approve: Jessica

Motion by:

Seconded by: Ron

Vote:

NAME	Yes	No	Abstain
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Joy Lee	x		
Phuoc Le	x		

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Ron Lewis	x		
Julie Mikuta	x		
Matt Miller			
Jessica Norman	x		
Thompson Paine			
Eric Peterson	x		
Rodrigo Prudencio	x		
Brianna Swartz	x		

4. Approval of Line of Credit Renewal (VOTE)

Motion to Approve: Ron

Motion by:

Seconded by: Brianna

Vote:

NAME	Yes	No	Abstain
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Joy Lee	x		
Phuoc Le	x		
Ron Lewis	x		

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Julie Mikuta	x		
Matt Miller			
Jessica Norman	x		
Thompson Paine			
Eric Peterson	x		
Rodrigo Prudencio	x		
Brianna Swartz	x		

C. Enrollment and Diversity Committee -- Discussion (Le, 10 minutes)

1. Preview of lottery process/lottery results/MOU report due in April, review of application numbers

D. Education Committee – Discussion (Mikuta, 10 minutes)

E. Board Governance -- Discussion (Prudencio, 10 minutes)

1. Yu Ming Governance: Form 700 – conflict of interest declarations

F. Facilities Committee -- Discussion (Prudencio, 30 minutes)

1. Update on facilities search

V. REVIEW OF ACTION ITEMS AND FUTURE AGENDA ITEMS

Creation of an audit committee for next audit cycle

Liquidity covenants in line of credit (Jessica)

Determine board policies to allow the school to draw on the line of credit (Eric)

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Reporting requirements to the County when drawing on and adhering to covenants (Kelly)

Update FAQs on Facility Search (Rodrigo)

Principal Park Performance Review at next meeting (Rodrigo)

VI. ADJOURNMENT

The meeting was adjourned at _____.

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