



Board of Directors Meeting
Meeting Location: 675 41st St. Oakland, CA 94609
September 9th, 2018
8:30 AM

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 at 8:51 am

B. ROLL CALL

NAME	Present	Absent
Lucia Hwang	X	
Joy Lee	X	
Ron Lewis		X

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REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

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Julie Mikuta	X	
Sonali Nijhawan	X	
Jessica Norman	X	
Eric Peterson	X	
Brianna Swartz	X	
Ethan Warsh	X	

C. APPROVAL OF AGENDA

Moved by: Jessica Norman
Motion second by: Eric Peterson
Approved

II. INVITATION TO THE PUBLIC TO ADDRESS THE BOARD

III. CONSENT AGENDA (5 mins)

- A.** Approve June 2018 meeting minutes
- B.** Approve July 2018 check register
- C.** Approve Prop 51 agreements - Charter School Facilities Program Memorandum of Understanding and Charter School Facilities Program Funding Agreement

Moved by: Julie Mikuta
Motion second by: Brianna Swartz

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Approved

NAME	Yes	No	Not present
Lucia Hwang	X		
Joy Lee	X		
Ron Lewis			X
Julie Mikuta	X		
Sonali Nijhawan	X		
Jessica Norman	X		
Eric Peterson	X		
Brianna Swartz	X		
Ethan Warsh	X		

IV. ITEMS OF BUSINESS

A. School Goals (Sue Park) (60 min)

1. Discussion Review 2017-18 Progress on School Goals (30 min)
2. Discussion Set New 2018-19 School Goals (30 min)

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Chinese Speaking/Listening Proficiency - goal that 75% reach the goal range as per matrix by level - 100% met goals in listening (consistently have met in P5Y), recommendation to only test in K (not 1st) due to resource-intensive nature of testing (ELLOPA); 2nd and 4th grade STAMP met/exceeded goals, for 6th grade did not meet goals but made progress vs last year, compared to national average outperformed in speaking; STAMP 4S 7th grade perform on par with 12th graders that have studied for 4 years, below AP level (5 yr) - challenge is lack of curriculum targeted towards proficiency, adjusting curriculum to address some needs on test

SBAC English and Math: 91% English and 90% Math met/exceeded goals, 17-18 goals met; no comparison yet to city/county/state - will be shared at Oct meeting along with updated goals on goals for subgroups

Chinese Writing: all grades except K and 6 reached goal of 75% meet/exceed; looking to raise goal to 80% for meet/exceed; in writing (language) 75% met/exceeded and will keep same goal for 18-19

English Writing: all grades minus 4 met goal of 75% met/exceeded, increasing goal to 80% meet/exceed for 18-19; for English writing (language), met goal of 75% in all grades, maintain same goal

Chinese Reading: all grade except 5th and 7th grade met; proposing to increase goal by 1-2 levels in G2-8, shift in goal will help with instruction since many grades already exceeding (e.g. 100% G2)

English Reading: 80% meet/exceeded for all but 1st grade, increasing goal to 85% for 18-19

Habits of Success: met 17-18 goal, increasing goal from 90 to 92% for 18-19

Service Learning: 17-18 had G2-7 participating, goal for 18-19 all grades to participate

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School Climate & Culture: sense of school belonging and school climate, met goal G3-5, fell short in 6-7; area of focus for school - including Compass program as an initiative in this area to build community, clubs for students/common interests; concern around more attrition in upper grades

Staff Engagement: 80% favorable response goal met in 17-18, keeping same goal for 18-19; significant progress made with materials to do work right and someone who encourages my development; will re-evaluate which of the Q12 will be focused on as measure of success for upcoming year; desire to increase non-Asian POC among staff/teachers - noted challenging environment overall for recruitment of teachers in Oakland

Parent Engagement: NPS grew from 12 to 38, goal for 40 for 18-19; for school climate 69%, goal of 70% for 18-19

Parent Involvement: 87% participated in survey with 90% goal for 17-18 and 18-19; family engagement - favorable responses 37% with 40% goal for 17-18 and 18-19

School Climate & Culture: values diversity - increased 66% to 77%, 80% goal for 18-19

Board Leadership: increase 65% to 75%, 80% goal for 18-19

Growth & Stability: Enrollment - overall 99% but callout on upper vs lower grades, target for 18-19 is 99%

Application Diversity: This is WIP, will be revisited at Oct board meeting

Attendance: 97.7% with 97% goal for 17-18, goal for 97% attendance

Cash Reserve: actual 14% with 20% goal in 17-18, goal 20% for 18-19

Facilities: Short-term - renewed lease for ALC, MLK (both expire in 2022), progress on long-term facilities

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Staff Retention: 82% in 17-18 with 85% goal; for 18-19 goal of 85%

Community Relations: qualitative goal, progress in new relationships/strengthening existing - neighborhood associations, relationships with local church and local/state/national charter and Mandarin immersion meetings/working groups; propose to move to strategic plan for 18-19, discussion that Board needs to bring to Oct meeting a metric around this, work lives as part of Facilities/Capital Campaign as well as academic program

Comment on attrition - seeking additional information on data on subgroup

B. Finance Committee (Jessica Norman) (25 mins)

1. Vote Unaudited Actuals Report 17-18 (15 min)

Moved by: Julie Mikuta

Motion second by: Jessica Norman

Approved

NAME	Yes	No	Not present
Lucia Hwang	X		
Joy Lee	X		
Ron Lewis			X
Julie Mikuta	X		
Sonali Nijhawan	X		

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Jessica Norman	X		
Eric Peterson	X		
Brianna Swartz	X		
Ethan Warsh	X		

2. Discussion 2018-19 Budget Update (10 min)

Budgeted as enrollment of 439, actual was 449 as of week of 9/4; will continue to monitor re: attrition (particularly upper grades that will likely not be replaced); used 96% for ADA budgeting; staffing coming in above budget, mainly driven by business manager transition; one of challenges for additional grants is FRL %

C. Strategic Planning (Cindy Liu) (100 min)

1. Vote Mission and Vision (40 min)
2. Discussion Strategic Priorities and Plan (60 min)

Shared key attributes of 'who we are' - diverse, academic excellence, Mandarin immersion leader

Proposed Mission: We nurture our inclusive and diverse community to become empowered, engaged, and outstanding global citizens.

Values:

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- 德
Integrity: Having a strong moral character
"We are honest, authentic, trustworthy, and accountable."
- 勤
Perseverance: Striving with diligence and courage
"We dream big, work hard, and never give up."
- 仁
Empathy: Caring with deep understanding
"We connect to each others' perspectives, feelings, and experiences."
- 智
Wisdom: Learning and reflecting to grow
"We explore the world with curiosity and deepen our learning with self-awareness and critical thinking."

Strategy House:

https://docs.google.com/presentation/d/11tFX6S3eF6gOpD4PDOW_qYoJxqhZ_AtSu6B9arGGvwA/edit#slide=id.p8

Priority #1: Discussion around increasing FRL%, potentially 30% for incoming K, looking to make tangible progress in this area, framing of 'charter' vs 'public' school, how to message this point - potentially look at this for voting for October meeting

Priority #2: Discussion on some of these being more viable than others in shorter-term options (in next 5 years)

Priority #3: Previously discussed in Facilities Committee update

Priority #4: 4 pillars for achieving long-term financial sustainability

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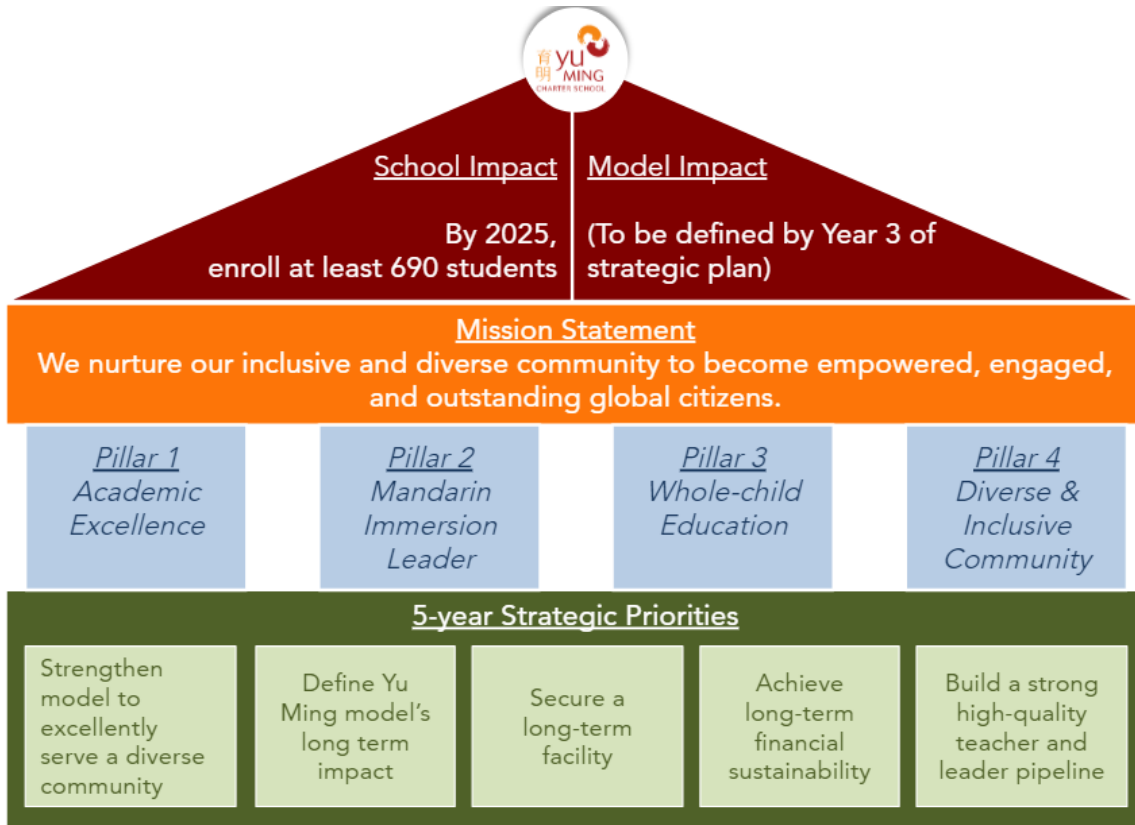
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Priority #5: Teacher and leader pipeline - starting with interns from school of education in 19-20, continue internal development of existing teacher/leader population



D. Closed Session with Legal Counsel (Sue Park) (30 mins)

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: (one potential case)

Go into closed session
Moved by: Brianna Swartz

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*Seconded by: Jessica Norman
Approved*

*Go out of closed session
Moved by: Lucia Hwang
Seconded by: Eric Peterson
Approved*

Discussed a potential legal matter, board is not taking any action at this point based on legal advice

E. Facilities Committee (Lucia Hwang, Ethan Warsh) (15 mins)

1. Discussion Facilities Committee Update (15 min)

Completed renegotiation of Alcatraz lease; in-process re: discussions with Bishop on rebuilding MLK site, also looking into Foothill site; estimated \$20M for a total project when looking for site, sites that do not require acquisition of site are feasible at this point; will continue to work on both options and related capital needs

F. Governance Committee (Eric Peterson, Brianna Swartz) (90 min)

1. Discussion Committee Descriptions and Goals (60 min)
2. Vote Committee Chairs (30 min)

Board Governance: Will continue to explore adding new members, particularly to help with fundraising and attorney for diverse skill set representation

Facilities: Made progress in past year, goals in next year aligned to Strategic Plan and Timeline, continue to explore backup plans as-needed, committee membership is currently strong

Finance: Similar goals for 18-19, ~bimonthly meetings, potentially looking at adding a committee member from parent community with finance experience

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Funds: Plateauing of per student contributions, focusing on capital campaign as main priority

Recruitment and Retention: similar goals as 17-18

Education and Diversity Committees to share in October meeting

Vote: Brianna Swartz as Board Governance Chair

Moved by: Brianna Swartz

Motion second by: Joy Lee

Approved

NAME	Yes	No	Not present
Lucia Hwang	X		
Joy Lee	X		
Ron Lewis			X
Julie Mikuta	X		
Sonali Nijhawan	X		
Jessica Norman	X		

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Eric Peterson	X		
Brianna Swartz	X		
Ethan Warsh			X

Vote: Lucia Hwang as Facilities Chair

Moved by: Brianna Swartz

Motion second by: Joy Lee

Approved

NAME	Yes	No	Not present
Lucia Hwang	X		
Joy Lee	X		
Ron Lewis			X
Julie Mikuta	X		
Sonali Nijhawan	X		
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Eric Peterson	X		
Brianna Swartz	X		
Ethan Warsh			X

Vote: Jessica Norman as Finance Chair

Moved by: Brianna Swartz

Motion second by: Joy Lee

Approved

NAME	Yes	No	Not present
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Joy Lee	X		
Ron Lewis			X
Julie Mikuta	X		
Sonali Nijhawan	X		
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Eric Peterson	X		
Brianna Swartz	X		
Ethan Warsh			X

Vote: Eric Peterson as Funds Chair

Moved by: Brianna Swartz

Motion second by: Joy Lee

Approved

NAME	Yes	No	Not present
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Joy Lee	X		
Ron Lewis			X
Julie Mikuta	X		
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Eric Peterson	X		
Brianna Swartz	X		
Ethan Warsh			X

Vote: Joy Lee as Recruitment and Retention Chair

Moved by: Brianna Swartz

Motion second by: Joy Lee

Approved

NAME	Yes	No	Not present
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Joy Lee	X		
Ron Lewis			X
Julie Mikuta	X		
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Eric Peterson	X		
Brianna Swartz	X		
Ethan Warsh			X

Vote: Ron Lewis as Enrollment and Diversity Chair

Moved by: Brianna Swartz

Motion second by: Joy Lee

Approved

NAME	Yes	No	Not present
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Joy Lee	X		
Ron Lewis			X
Julie Mikuta	X		
Sonali Nijhawan	X		
Jessica Norman	X		

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REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

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REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the *Rehabilitation Act of 1973* and the *Americans with Disabilities Act of 1990*, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting Yu Ming Charter School during normal business hours at 1086 Alcatraz Ave, Oakland, CA 94608; telephone (510) 452-2063 as far in advance as possible, but no later than 24 hours before the meeting.

FOR MORE INFORMATION

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Eric Peterson	X		
Brianna Swartz	X		
Ethan Warsh			X

Vote: Julie Mikuta as Education Chair

Moved by: Brianna Swartz

Motion second by: Joy Lee

Approved

NAME	Yes	No	Not present
Lucia Hwang	X		
Joy Lee	X		
Ron Lewis			X
Julie Mikuta	X		
Sonali Nijhawan	X		
Jessica Norman	X		

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Eric Peterson	X		
Brianna Swartz	X		
Ethan Warsh			X

V. REVIEW OF ACTION ITEMS AND FUTURE AGENDA ITEMS

VI. ADJOURNMENT

The meeting was adjourned at 2:34 pm.

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