



Board of Directors Meeting

Dial in Location

**11 Babcock St. Apt. 1
Brookline, MA 02446**

In Person Location

**Yu Ming Charter School
1086 Alcatraz Ave.
Oakland, CA 94618**

AGENDA September 22, 2016 6:00 PM

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. Ask Anything (15 minutes)

An informal session where the public may dialogue with Board members on topics of interest outside of the formal public comment session of the board meeting.

II. Preliminary

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVAL OF AGENDA

III. INVITATION TO THE PUBLIC TO ADDRESS THE BOARD

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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IV. CONSENT AGENDA (5 mins)

- A. Approve August 2016 minutes
- B. August 2016 Check Register
- C. August Financial Statements
- D. Update on Fall Fundraising Campaign
- E. Update from the Facilities Committee

V. ITEMS OF BUSINESS

- A. Principal's Report (Principal Park, 15 minutes)
- B. Nomination of Treasurer: Voting Item (Prudencio, 5 minutes)
 - 1. The Board will consider the nomination of Jessica Norman as Treasurer of the Board, replacing John Wharton
- C. Annual School Goals: Voting Item (Prudencio, 15 minutes)
 - 1. The Board will consider adoption of the annual school performance goals for 2016-17
- D. Annual Committee Goals: Voting Item (D. Lee, 10 minutes)
 - 1. The Board will consider adoption of the annual performance goals for all the board committees for 2016-17
- E. Nomination of Board Member: Voting Item (Prudencio, 5 minutes)
 - 1. The Board will consider the nomination of Joy Lee as a new member of the Board of Directors
- F. Enrollment and Diversity Committee: (P. Le, 30 minutes)
 - 1. The Board will discuss the proposed changes to Yu Ming's enrollment policy to further Yu Ming's commitment to serving a diverse student community
 - 2. The Board will discuss a draft report to the Alameda County Office of Education -- one of two reports that Yu Ming must submit annually describing its efforts and results around enrollment and outreach practices
- G. Board Development: (D. Lee, 20 minutes)
 - 1. The Board will discuss findings of its self-assessment survey
 - 2. The Board will set a rotation of meeting chairs for future board meetings

VI. REVIEW OF ACTION ITEMS AND FUTURE AGENDA ITEMS

VII. ADJOURNMENT

The meeting was adjourned at _____.

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**Board of Directors Meeting
1086 Alcatraz Ave.
Oakland, CA
August 27, 2016
9:00 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

B. ROLL CALL

Name	Present	Absent
Diana Lee	X	
Phuoc Le	X	
Matt Miller	X	
Thompson Paine		X
Eric Peterson	X	

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Rodrigo Prudencio	X	
John Wharton	X	

C. APPROVAL OF AGENDA

Motion to Approve: Agenda

Motion by: Eric Peterson

Seconded by: John Wharton

Name	Yes	No	Abstain
Diana Lee	X		
Phuoc Le	X		
Matt Miller	X		
Eric Peterson	X		
Rodrigo Prudencio	X		
John Wharton	X		

II. INVITATION TO THE PUBLIC TO ADDRESS THE BOARD

III. CONSENT AGENDA (10 mins)

A. Approve June 21, 2016 minutes

B. Review June, July 2016 Check Register

Motion to Approve: Matt Miller

Seconded By: Phuoc Le

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Name	Yes	No	Abstain
Diana Lee	X		
Phuoc Le	X		
Matt Miller	X		
Eric Peterson	X		
Rodrigo Prudencio	X		
John Wharton	X		

IV. ITEMS OF BUSINESS

A. Board Development (20 mins)

1. Voting on Board Candidates (Prudencio / D. Lee)
 1. Brianna Schwarz
 2. Jessica Norman

Motion to Approve for Jessica Norman: Eric Peterson
Seconded By: John Wharton

Name	Yes	No	Abstain
Diana Lee	X		
Phuoc Le	X		
Matt Miller	X		
Eric Peterson	X		

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Rodrigo Prudencio	X		
John Wharton	X		

Motion to Approve for Brianna Swartz: Diana Lee
Seconded By: Rodrigo Prudencio

Name	Yes	No	Abstain
Diana Lee	X		
Phuoc Le	X		
Matt Miller	X		
Eric Peterson	X		
Rodrigo Prudencio	X		
John Wharton	X		

B. Goal-setting (120 mins)

1. Outcomes (Staff)

Principal Sue Park, AP Celia Pascual and Chinese Program head, Xinyi Xu led discussion on student outcome results. Will explore how to potentially set growth goals against bands for Mandarin. Will also explore disaggregation of native Mandarin speakers vs. non in the early grades.

2. School Climate and Culture (Prudencio; Survey Data)

Still reviewing data for student focus groups in place of student satisfaction surveys – will vote at the next meeting on student satisfaction goals. May change “satisfaction” to a different word/definition.

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Staff/parent satisfaction/diversity/leadership survey data is still being reviewed and will be discussed at the next board meeting. Might consider student/family retention. Will need to consider new Q for board vs. school leadership.

Will re-consider diversity goal after enrollment policy conversation. Include FRL as part of goal.

Facilities committee should also have a focus on communications.

All other goals are ok as they stand.

Paused meeting for lunch break at 12:25 and reconvened at 1 p.m.

3. School growth and sustainability
 - A. Diversity (Le)
 - B. Finances (Wharton) - Review and approval of end of year unaudited financials (vote)
 - C. Facilities (Prudencio)

Motion to Approve end of year unaudited financials: Matt Miller
Seconded By: Phuoc Le

Name	Yes	No	Abstain
Diana Lee	X		
Phuoc Le	X		
Matt Miller	X		
Eric Peterson	X		
Rodrigo Prudencio	X		
John Wharton	X		

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C. Enrollment Policy (30 mins)

1. Discussion of proposals (P. Le)

D. Board Development, including self-evaluation (120 mins)

1. Self Evaluation (Diana) *Board member Diana Lee presented on board self-evaluation. The results will be presented at the next board meeting*
2. Committees: Look Back / New Goals (Respective Committee Leads)
 - Education; Peterson. *Board member Eric Peterson presented on the Education Committee goals for 2016-17.*
 - Finance; Wharton
 - Fundraising; Prudencio. *Board member Rodrigo Prudencio presented. This year the capital campaign is to reach \$430,000. Committee is working to improve the organization of the campaign including using online platforms.*
 - Facilities; Prudencio. *Board member Matt Miller presented on facilities finance options. Facilities Committee will research setting up an associated nonprofit entity for a mortgage. Matt will also research to validate lease stream reimbursement assumptions. Board member Rodrigo Prudencio presented on the Facilities Committee annual goals. The Committee is creating a timeline on key deliverables regarding different aspects of the search and development process for a new facility.*
 - Compensation; Vacant
 - Board Development; D. Lee *Board member Diana Lee presented on the Enrollment Committee goals for 2016-17.*
 - Enrollment & Diversity: P. Le *Board member Phuoc Le presented on the Enrollment Committee goals for 2016-17.*

3. Use of Asana for Board Coordination

4. Rotation of Meeting Chair

E. Long Term Facilities (Prudencio) (30 mins). *Board member Rodrigo Prudencio presented on the Facilities Committee annual goals. The Committee is creating a timeline on key deliverables regarding different aspects of the search and development process for a new facility.*

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V. REVIEW OF ACTION ITEMS AND FUTURE AGENDA ITEMS

- *Review survey items*
- *Compensation Committee review teacher compensation to be more competitive*
- *Feedback from board members needed on Community Relations goal*
- *Steps needed for parent engagement regarding potential enrollment changes*
- *Board members will be asked to complete their board self-assessment before the next meeting*
- *Every board member will choose a meeting that they will lead this year*
- *Facilities Committee will look at what needs to be done to become pre-approved by facilities partners*

VI. ADJOURNMENT

The meeting was adjourned at 4:00 pm.

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Check Register

Yu Ming Charter School
August

2016



Grand Total 152,732.83

Vendor	Check Number	Date	Description	Check Amount
Amazon	4708	8/9/16	Acct#6045787810384723; Amazon Purchases - 06/29 - 06/30/16	3,764.28
California Waste Solutions	4709	8/9/16	Waste Toter Svc	408.00
CharterSafe	4710	8/9/16	Cust#1275; Biz & Workers Comp Ins - August 2016	2,898.00
Copower	4711	8/9/16	ID:53985; Ins August 2016	1,357.64
Donahue Fitzgerald Attorneys	4712	8/9/16	Acct#23858.00001; Legal Services through 06/30/16	386.50
Donald R. White, Tax Collector, Alameda County	4713	8/9/16	Parcel #16-1450-11-1; Property Taxes FY 16-17	433.81
Dovetail Learning, Inc	4714	8/9/16	Materials & Supplies	7,283.61
East Bay Municipal Utility District	4715	8/9/16	Acct#47023778523; Water Svc 05/10 - 06/30/16	408.38
East Bay Municipal Utility District	4716	8/9/16	Acct#42099745569; Water Svc - 05/10 - 06/30/16	483.47
East Bay Municipal Utility District	4717	8/9/16	Acct#61360013774; Water Svc - 05/10 - 06/30/16	203.18
EdTec Inc.	4718	8/9/16	June Svcs - A. Weinstein, S. Park & S. Tesoro	10,911.57
Fagen Friedman & Fulfroth LLP	4719	8/9/16	Client/Matter: 710-00100; Svcs' through 06/30/16	1,918.75
Heinemann	4720	8/9/16	Acct# 10123665; Books & Supplies	9,475.41
Nasco Modesto	4721	8/9/16	Acct#494-702-00; Supplies	1,578.03
Par, Inc	4722	8/9/16	Svc: Taps-3 & Brief2 Complete/HS Kit	545.40
Celia Pascual	4723	8/9/16	Coaching/Consultation May 2016	10,426.08
Lynn Perkins	4724	8/9/16	School Nurse Supervision for Bethany Avila: March - June 2016	600.00
Scholastic, Inc.	4725	8/9/16	Acct#15343341; Textbooks	10,086.44
U.S. Bank Equipment Finance	4726	8/9/16	Contract# 500-0473520-000; Contract Equipment Charge: 07/01 - 08/01/16	2,096.72
West Interactive Services Corporation	4727	8/9/16	PO# Quote#84250; Svc: Year 1/2 of 2 Subscription, Setup & Training	1,500.00
St. Columba Church	4728	8/23/16	Rent - September 2016	13,109.00
Bay Janitorial Supply	4729	8/29/16	Custodial Supplies	1,062.09
Faltz Associates Inc	4730	8/29/16	07/11 - 07/25/16 Individual S/L Therapy	690.00
CharterSafe	4731	8/29/16	Cust#1275; Biz & Workers Comp Ins - September 2016	2,898.00
Young, Minney & Corr, LLP	4732	8/29/16	Legal Services - July '16	1,010.00
Delta Education	4733	8/29/16	Cust#1987234; Textbooks	117.74
Donahue Fitzgerald Attorneys	4734	8/29/16	Acct#23858.00001; Legal Services through 07/31/16	6,112.50
Dovetail Learning, Inc	4735	8/29/16	Regional Training: 08/05/16	650.00
Amity Institute	4736	8/29/16	Full School Year Admin Fee for Interning Teachers: 2016-17	9,600.00
Alameda County Office of Education	4737	8/29/16	Acct#8699-000-00-2510; Oversight and Monitoring Charges - 4th Quarter FY15-16 (April-June '16)	18,256.28
Jamila Dugan	4738	8/29/16	Reimb: NCLC Conference	660.00
Durham School Services	4739	8/29/16	Cust# 56916; 03/23/16 Transporation - 3rd Grade To Exploratorium	1,529.92
Branding Boulevard	4740	8/29/16	T-Shirts & Screen Fee	533.27
Nasco Modesto	4741	8/29/16	Acct#494-702-00; Supplies	271.86
Learning Headquarters	4742	8/29/16	Common Core Writing Kick Off Inservice 08/05/16 & Expenses	3,125.96
Danny Yun Wing Lau	4743	8/29/16	Reimb: Overhead, Carpet, Prepaid Card & PVC Pipes	117.76
JT Lawrence & Co.	4744	8/29/16	07/29/16 State Inspection Z Scale	175.00
Open Works	4745	8/29/16	Cust#YUMI0002; Janitorial Svc - 08/01 - 08/31/16	1,154.00
Patricia Ong	4746	8/29/16	Reimb: Design Lab Notebooks	832.71
Office Depot	4747	8/29/16	Acct#72210155; Office Supplies	658.83
LMI.Net	4748	8/29/16	IT Svc 07/07, 07/10/16	3,149.57
The Loss Prevention Inc	4749	8/29/16	Livescan Fingerprinting/Background Fees	260.00
Teresa Lucan	4750	8/29/16	Reimb: Hooks for Classrooms	181.65
Open Works	4751	8/29/16	Cust#YUMI0001; Janitorial Svc - 08/01 - 08/31/16	1,255.00
School Outfitters	4752	8/29/16	Acct# CL813851; Lots of Dots Rug Rectangle	732.71
Shamrock Office Solutions	4753	8/29/16	Acct# YM00; Freight	10.90
U.S. Bank Equipment Finance	4754	8/29/16	Contract# 500-0473520-000; Contract Equipment Charge: 08/01 - 09/01/16	2,096.72
Tommy Wong	4755	8/29/16	Reimb: Desin Lab Pes Board Project & Laptop Storage Setup	520.90
Zephan G. The	4756	8/29/16	Svc: Admin/Office Support for the Period: 08/01 - 08/12/16	1,453.50
Lynna Tsou	4757	8/29/16	Reimb: Food During PD Week	1,015.31
Kaiser Foundation Health Plan	4758	8/29/16	Cut# 000709670-7100; Health Ins Premium - Septemer '16	1,578.12
EdTec Inc.	4759	8/29/16	Monthly Svc - August 2016; PTO Tracking Svc; State Reporting/SIS Monthly; July 2016 Svcs - S. Tesoro and A. Weinstein	9,126.57
Vision Service Plan	4760	8/29/16	30 027908 0001; Vision Benefits - August 2016	116.25
Yue Shao	4761	8/29/16	Reimb: Live Scan	57.00
AT&T (DB)	DB080516	8/5/16	DB080516 -	805.13
Pacific Gas & Electric	EFT080816	8/8/16	EFT080816 -	893.31
Renee Chang	M1314	8/19/16	Manual Ck#M1314 dated 08/18/16 -	150.00

Note: Multiple expenses or "Itemized/Invoice Amounts" may be paid by one check. The total "Check Amount" will appear for each "Itemized/Invoice Amount" paid by the check. Payroll checks are not included on this register.

Yu Ming Charter School

Budget vs. Actuals

As of 8/31/2016

1

1

		Actual		Budget vs. Actual		Budget			
		Jul	Aug	Actual YTD	Variance (YTD less Budget)	Approved Budget	Current Forecast	Variance (Previous vs. Current Forecast)	Forecast Remaining
SUMMARY									
Revenue									
LCFF Entitlement		-	95,173	95,173	(0)	2,597,159	2,597,159	-	2,501,986
Federal Revenue		-	-	-	-	37,355	38,500	1,145	38,500
Other State Revenues		7,167	7,167	14,334	14,334	428,270	422,318	(5,952)	407,984
Local Revenues		77,091	106,145	183,237	183,237	331,226	331,226	-	147,989
Fundraising and Grants		-	38	38	38	427,200	527,200	100,000	527,162
Total Revenue		84,258	208,523	292,782	197,608	3,821,210	3,916,403	95,193	3,623,622
Expenses									
Compensation and Benefits		56,991	153,473	210,464	78,518	2,502,319	2,610,819	(108,500)	2,400,356
Books and Supplies		74,296	3,336	77,632	(34,128)	261,029	286,390	(25,361)	208,757
Services and Other Operating Expenditures		78,031	73,120	151,151	(92,004)	984,947	990,903	(5,956)	839,752
Depreciation		-	-	-	-	600	600	-	600
Total Expenses		209,318	229,929	439,247	(47,614)	3,748,895	3,888,712	(139,817)	3,449,464
Operating Income		(125,060)	(21,406)	(146,466)	149,995	72,315	27,691	(44,623)	174,157
Fund Balance									
Beginning Balance (Unaudited)		850,201	725,141	850,201		850,201	850,201		
Audit Adjustment		-		-		-	-		
Beginning Balance (Audited)		850,201		850,201		850,201	850,201		
Operating Income		(125,060)	(21,406)	(146,466)		72,315	27,691		
Ending Fund Balance		725,141	703,735	703,735		922,516	877,892		
Capital Outlay		-	-	-		-	-		

Yu Ming Charter School

Budget vs. Actuals

As of 8/31/2016

		1	1				
		Actual		Budget vs. Actual		Budget	
				Variance (YTD less Budget)		Variance (Previous vs. Current Forecast)	
		Jul	Aug	Actual YTD	Approved Budget	Current Forecast	Forecast Remaining
Detail							
Enrollment Breakdown							
	K				52	52	-
	1				52	52	-
	2				52	52	-
	3				52	52	-
	4				52	52	-
	5				52	52	-
	6				44	44	-
Enrollment Summary					-	-	-
	K-3				208	208	-
	4-6				148	148	-
	Total Enrolled				356	356	-
ADA %							
	K-3				96%	96%	
	4-6				96%	96%	
	Average				96%	96%	
ADA							
	K-3				199.7	199.7	
	4-6				142.1	142.1	
	Total ADA				341.8	341.8	

Yu Ming Charter School

Budget vs. Actuals

As of 8/31/2016

1

1

		Actual		Budget vs. Actual		Budget			
		Jul	Aug	Actual YTD	Variance (YTD less Budget)	Approved Budget	Current Forecast	Variance (Previous vs. Current Forecast)	Forecast Remaining
REVENUE									
LCFF Entitlement									
8011	Charter Schools LCFF - State Aid	-	95,173	95,173	(0)	2,160,646	2,160,646	-	2,065,473
8012	Education Protection Account Entitlement	-	-	-	-	436,513	436,513	-	436,513
SUBTOTAL - LCFF Entitlement		-	95,173	95,173	(0)	2,597,159	2,597,159	-	2,501,986
8100 Federal Revenue		-	-						
8181	Special Education - Entitlement	-	-	-	-	37,355	38,500	1,145	38,500
8182	Special Education Reimbursement	-	-	-	-	-	-	-	-
SUBTOTAL - Federal Income		-	-	-	-	37,355	38,500	1,145	38,500
8300 Other State Revenues		-	-						
8381	Special Education - Entitlement (State)	7,167	7,167	14,334	14,334	172,589	172,589	-	158,255
8382	Special Education Reimbursement (State)	-	-	-	-	-	-	-	-
8520	Child Nutrition - State	-	-	-	-	-	-	-	-
8545	School Facilities Apportionments	-	-	-	-	120,010	118,135	(1,875)	118,135
8550	Mandated Cost Reimbursements	-	-	-	-	73,813	67,002	(6,811)	67,002
8560	State Lottery Revenue	-	-	-	-	61,859	64,593	2,734	64,593
SUBTOTAL - Other State Income		7,167	7,167	14,334	14,334	428,270	422,318	(5,952)	407,984
8600 Other Local Revenue									
8631	Sales	-	-	-	-	-	-	-	-
8632	Sale of Publications	-	-	-	-	-	-	-	-
8634	Food Service Sales	-	-	-	-	87,369	87,369	-	87,369
8636	Uniforms	-	-	-	-	265	265	-	265
8676	After School Program Revenue	-	-	-	-	120,000	120,000	-	120,000
8678	Enrichment Revenue	-	-	-	-	61,800	61,800	-	61,800
8693	Field Trips	-	-	-	-	48,402	48,402	-	48,402
8699	All Other Local Revenue	1,050	-	1,050	1,050	13,390	13,390	-	12,340
8999	Uncategorized Revenue	76,042	106,145	182,187	182,187	-	-	-	(182,187)
SUBTOTAL - Local Revenues		77,091	106,145	183,237	183,237	331,226	331,226	-	147,989
8800 Donations/Fundraising									
8801	Donations - Parents	-	-	-	-	-	-	-	-
8802	Donations - Private	-	38	38	38	-	-	-	(38)
8803	Fundraising	-	-	-	-	427,200	427,200	-	427,200
8804	Fundraising - Fund Development	-	-	-	-	-	-	-	-
8811	Grant	-	-	-	-	-	100,000	100,000	100,000
SUBTOTAL - Fundraising and Grants		-	38	38	38	427,200	527,200	100,000	527,162
TOTAL REVENUE		84,258	208,523	292,782	197,608	3,821,210	3,916,403	95,193	3,623,622

Yu Ming Charter School

Budget vs. Actuals

As of 8/31/2016

1

1

EXPENSES

Compensation & Benefits

1000	Certificated Salaries	-	-						
1100	Teachers Salaries	-	88,254	88,254	10,259	1,083,640	1,216,280	(132,640)	1,128,026
1101	Teacher - Stipends	-	-	-	5,591	61,500	-	61,500	-
1103	Teacher - Substitute Pay	-	900	900	(900)	-	1,000	(1,000)	100
1148	Teacher - Special Ed	-	5,787	5,787	4,972	169,850	129,500	40,350	123,713
1300	Certificated Supervisor & Administrator Salaries	20,899	15,495	36,394	6,269	255,976	264,146	(8,170)	227,753
SUBTOTAL - Certificated Employees		20,899	110,436	131,334	26,191	1,570,966	1,610,926	(39,960)	1,479,591
2000	Classified Salaries								
2100	Classified Instructional Aide Salaries	-	-	-	7,473	82,198	90,714	(8,516)	90,714
2101	Classified - Electives	-	4,727	4,727	(2,818)	21,000	52,000	(31,000)	47,273
2103	Classified - Special Ed	76	5,897	5,973	2,091	88,703	93,461	(4,758)	87,488
2300	Classified Supervisor & Administrator Salaries	6,200	6,717	12,917	12,260	151,063	187,700	(36,637)	174,783
2905	Other Classified - After School	-	-	-	9,029	99,320	74,624	24,696	74,624
2928	Other Classified - Food	141	2,196	2,337	90	26,698	30,545	(3,847)	28,208
2930	Other Classified - Maintenance/grounds	2,400	3,011	5,411	181	33,552	33,552	-	28,141
SUBTOTAL - Classified Employees		8,818	22,548	31,366	28,305	502,533	562,596	(60,063)	531,230
3000	Employee Benefits								
3100	STRS	1,916	13,737	15,653	(891)	147,221	157,925	(10,704)	142,272
3200	PERS	-	-	-	-	-	-	-	-
3300	OASDI-Medicare-Alternative	1,313	3,386	4,700	4,136	86,395	88,792	(2,397)	84,092
3400	Health & Welfare Benefits	18,532	202	18,733	16,479	140,849	132,313	8,536	113,580
3500	Unemployment Insurance	317	1,865	2,182	101	22,838	25,250	(2,412)	23,067
3600	Workers Comp Insurance	5,196	1,299	6,495	4,197	31,102	32,603	(1,500)	26,108
3900	Other Employee Benefits	-	-	-	-	415	415	-	415
SUBTOTAL - Employee Benefits		27,274	20,489	47,763	24,022	428,820	437,297	(8,477)	389,534

Yu Ming Charter School

Budget vs. Actuals

As of 8/31/2016

1

1

4000	Books & Supplies
4100	Approved Textbooks & Core Curricula Materials
4315	Custodial Supplies
4320	Educational Software
4325	Instructional Materials & Supplies
4326	Art & Music Supplies
4330	Office Supplies
4335	PE Supplies
4346	Teacher Supplies
4350	Uniforms
4410	Classroom Furniture, Equipment & Supplies
4420	Computers (individual items less than \$5k)
4430	Non Classroom Related Furniture, Equipment & Supplies
4435	Non Classroom Noncapitalized items 2
4710	Student Food Services
4720	Other Food

SUBTOTAL - Books and Supplies

Actual		Budget vs. Actual		Budget			
Jul	Aug	Actual YTD	Variance (YTD less Budget)	Approved Budget	Current Forecast	Variance (Previous vs. Current Forecast)	Forecast Remaining
70,530	-	70,530	(58,730)	70,800	80,800	(10,000)	10,270
-	-	-	515	3,090	3,090	-	3,090
-	-	-	1,667	10,000	10,000	-	10,000
2,345	1,222	3,568	(2,498)	6,417	6,417	-	2,849
398	(2,200)	(1,802)	4,008	13,240	13,240	-	15,042
-	429	429	1,210	9,837	10,197	(361)	9,768
-	-	-	442	2,652	2,652	-	2,652
-	229	229	1,604	11,000	11,000	-	10,771
-	-	-	324	1,945	1,945	-	1,945
1,023	1,435	2,458	(1,008)	8,701	8,701	-	6,243
-	2,220	2,220	280	15,000	30,000	(15,000)	27,780
-	-	-	530	3,183	3,183	-	3,183
-	-	-	233	1,400	1,400	-	1,400
-	-	-	15,328	91,967	91,967	-	91,967
-	-	-	1,966	11,796	11,796	-	11,796
74,296	3,336	77,632	(34,128)	261,029	286,390	(25,361)	208,757

Yu Ming Charter School

Budget vs. Actuals

As of 8/31/2016

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1

5000 Services & Other Operating Expenses

5200	Travel & Conferences	-	-	-	-	8,248	8,248	-	8,248
5300	Dues & Memberships	-	-	-	-	3,777	3,777	-	3,777
5450	Insurance - Other	6,397	1,599	7,996	(7,996)	28,941	28,941	-	20,945
5510	Utilities - Gas and Electric	-	-	-	-	15,450	15,450	-	15,450
5515	Janitorial, Gardening Services & Supplies	-	1,085	1,085	(1,085)	30,000	30,000	-	28,915
5520	Security	-	-	-	-	5,464	5,464	-	5,464
5525	Utilities - Waste	1,410	-	1,410	650	12,360	12,360	-	10,950
5530	Utilities - Water	196	-	196	851	6,283	6,283	-	6,087
5605	Equipment Leases	2,097	2,097	4,193	(4,193)	8,800	8,800	-	4,607
5610	Rent	26,218	13,109	39,327	(6,408)	197,513	197,513	-	158,186
5615	Repairs and Maintenance - Building	3,420	2,650	6,069	(6,069)	8,240	8,240	-	2,171
5617	Repairs and Maintenance - Other Equipment	-	-	-	-	2,652	2,652	-	2,652
5631	Golden Gate Rental Facility	-	-	-	-	-	6,000	(6,000)	6,000
5803	Accounting Fees	-	-	-	-	9,000	9,000	-	9,000
5809	Banking Fees	-	-	-	-	546	546	-	546
5812	Business Services	8,707	8,707	17,413	(1,617)	94,779	94,779	-	77,366
5815	Consultants - Instructional	-	-	-	-	44,300	20,000	24,300	20,000
5820	Consultants - Non Instructional - Data	600	1,454	2,054	(2,054)	12,360	12,360	-	10,307
5821	Consultants - Non Instructional - Translation	-	-	-	-	5,000	5,000	-	5,000
5822	Consultants - Non Instructional - Playworks	-	-	-	-	19,000	19,000	-	19,000
5824	District Oversight Fees	-	18,256	18,256	(13,581)	77,915	77,915	-	59,658
5826	Directors Contingency	-	-	-	-	5,150	-	5,150	-
5830	Field Trips Expenses	-	-	-	-	71,200	71,200	-	71,200
5834	Gala Expenses	-	-	-	-	11,500	11,500	-	11,500
5836	Fingerprinting	52	317	369	(369)	2,494	2,494	-	2,125
5839	Fundraising Expenses	70	-	70	(70)	10,300	10,300	-	10,230

Yu Ming Charter School

Budget vs. Actuals

As of 8/31/2016

1

1

		Actual		Budget vs. Actual		Budget			
					Variance (YTD less Budget)		Current Forecast	Variance (Previous vs. Current Forecast)	Forecast Remaining
		Jul	Aug	Actual YTD		Approved Budget			
5845	Legal Fees	70	7,123	7,193	(7,193)	35,000	35,000	-	27,807
5848	Licenses and Other Fees	-	-	-	-	18,582	18,582	-	18,582
5851	Marketing and Student Recruiting	-	-	-	-	4,244	4,244	-	4,244
5853	Community Outreach	-	-	-	-	2,122	2,122	-	2,122
5854	Consultants - Enrichment	-	-	-	-	41,652	41,652	-	41,652
5855	Consultants - After School Program	-	-	-	-	20,000	20,000	-	20,000
5857	Payroll Fees	225	254	478	287	4,589	4,589	-	4,111
5860	Printing and Reproduction	-	-	-	-	24,564	24,564	-	24,564
5861	Prior Yr Exp (not accrued)	4	660	664	(664)	-	700	(700)	36
5863	Professional Development	-	4,791	4,791	(4,791)	10,820	21,384	(10,564)	16,593
5864	Professional Development - Other	-	-	-	-	10,000	10,000	-	10,000
5869	Special Education Contract Instructors	-	690	690	(690)	44,000	44,000	-	43,310
5875	Staff Recruiting	-	-	-	-	9,200	4,000	5,200	4,000
5878	Student Assessment	5,542	280	5,822	(5,822)	13,615	26,615	(13,000)	20,793
5881	Student Information System	7,845	140	7,985	(7,985)	8,240	8,240	-	255
5883	SELPA admin and other fees	-	-	-	-	14,696	14,696	-	14,696
5884	Substitutes	-	-	-	-	9,345	9,687	(342)	9,687
5887	Technology Services	-	930	930	(930)	-	10,000	(10,000)	9,070
5899	Miscellaneous Operating Expenses	13,661	8,970	22,631	(22,631)	11,330	11,330	-	(11,301)
5910	Communications - Internet / Website Fees	1,500	-	1,500	(676)	4,944	4,944	-	3,444
5915	Postage and Delivery	17	11	28	(28)	367	367	-	339
5920	Communications - Telephone & Fax	-	-	-	1,061	6,365	6,365	-	6,365
SUBTOTAL - Services & Other Operating Exp.		78,031	73,120	151,151	(92,004)	984,947	990,903	(5,956)	839,752
TOTAL EXPENSES including Depreciation		209,318	229,929	439,247	(47,614)	3,748,895	3,888,712	(139,817)	3,449,464

Yu Ming Charter School

Monthly Cash Forecast
As of 8/31/2016

	2016/17 Actual & Projected												API/AR
	Jul Actual	Aug Actual	Sep Projected	Oct Projected	Nov Projected	Dec Projected	Jan Projected	Feb Projected	Mar Projected	Apr Projected	May Projected	Jun Projected	
Beginning Cash	\$524,866.23	751,944	660,805	371,462	545,355	527,081	421,548	294,416	197,620	179,237	334,502	361,419	
Revenue													
LCFF Entitlement	-	95,173	95,174	380,852	171,312	171,312	149,814	171,312	222,748	362,090	222,748	222,748	331,876
Federal Income	-	-	-	-	-	-	-	-	-	-	22,715	-	15,785
Other State Income	7,167	7,167	6,700	6,700	65,768	6,700	6,700	6,700	38,351	67,885	38,351	38,351	125,777
Local Revenues	77,091	106,145	12,073	13,123	13,123	3,123	13,123	13,123	13,123	8,123	25,936	33,123	(0)
Fundraising and Grants	-	38	52,682	52,720	52,720	52,720	52,720	52,720	52,720	52,720	52,720	52,720	-
Total Revenue	84,258	208,523	166,629	453,395	302,922	233,855	222,357	243,855	326,942	490,818	362,470	346,942	473,438
Expenses													
Compensation & Benefits	56,991	153,473	287,830	235,694	234,431	234,431	244,531	235,694	235,694	231,375	231,375	228,885	415
Books & Supplies	74,296	3,336	45,322	18,159	18,159	18,159	18,159	18,159	18,159	18,159	18,159	18,159	-
Services & Other Operating Expenses	78,031	73,120	50,784	86,797	86,797	86,797	86,797	86,797	91,472	86,018	86,018	86,018	5,454
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenses	209,318	229,929	383,936	340,651	339,388	339,388	349,488	340,651	345,326	335,553	335,553	333,063	5,869
Operating Cash Inflow (Outflow)	(125,060)	(21,406)	(217,307)	112,744	(36,466)	(105,534)	(127,131)	(96,796)	(18,384)	155,265	26,917	13,879	467,569
Revenues - Prior Year Accruals	333,914	76	9,428	61,150	18,192	-	-	-	-	-	-	-	-
Expenses - Prior Year Accruals	(259)	(1,530)	(81,464)	-	-	-	-	-	-	-	-	-	-
Accounts Receivable - Current Year	-	-	-	-	-	-	-	-	-	-	-	-	-
Accounts Payable - Current Year	(47,881)	(68,279)	-	-	-	-	-	-	-	-	-	-	-
Summerholdback for Teachers	-	-	-	-	-	-	-	-	-	-	-	-	-
Loans Payable (Current)	-	-	-	-	-	-	-	-	-	-	-	-	-
Loans Payable (Long Term)	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Leases Payable	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Long Term Debt	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditure & Depreciation	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Balance Sheet Changes	66,363	-	-	-	-	-	-	-	-	-	-	-	-
Ending Cash	751,944	660,805	371,462	545,355	527,081	421,548	294,416	197,620	179,237	334,502	361,419	375,298	



Board of Directors
September 22, 2016
AGENDA ITEM INFORMATION

Agenda Item	Fundraising Committee Update: Annual Giving Campaign
Time Allotted	Consent Agenda
Background	<p>Yu Ming's fundraising committee manages the school's annual giving campaigns. Throughout the year, parents, extended family and other community members are invited to donate to Yu Ming in order to close the annual financial gap of the per-student expenses and the per-student revenues.</p> <p>The 2016-17 fundraising goal for Yu Ming is \$427,000, including grants and corporate matching.</p>
Summary	<p>The fall annual campaign is currently in full swing. Classroom participation has been the emphasis of the communications for donations. Families -- as they always have -- continue to be generous in their support.</p> <p>Overall participation across all classes is up significantly this year. A weekly tally is provided in the school newsletter.</p> <p>A popsicle party will reward the classroom with the highest participation level.</p>
Type	Information
Key Questions	



Board of Directors
September 22, 2016
AGENDA ITEM INFORMATION

Agenda Item	Facilities Committee Update
Time Allotted	Consent Agenda
Background	The Facilities Committee is charged with searching for, evaluating and securing a site for Yu Ming Charter School to address its short and long term needs.
Summary	<p>The Facilities Committee was reconvened on September 8. The following individuals were present: Rodrigo Prudencio (Chair), Tiffany Eng, Ener Chu, Antonio Lao, Woolsey McKernon.</p> <p>Absent: Matt Miller, Michelle Li, Gerard Lee.</p> <p>Meeting notes and action items are attached.</p>
Type	Informational
Key Questions	



1. **Reset the key areas of work to achieve two things**
 - a. **Solve YM's facility gap need for 2017-18**
 - i. **Prop 39 is a possibility here but always a bit of a wildcard. Relationship with OUSD is key.**
 1. **Action: Rodrigo to strategize conversation at the district leadership level**
 - b. **Set the key deliverables for YM's facility for 2018 and beyond; ie, a permanent facility**
 - i. **Key deliverables need to focus on site need, financing approach and partner, site review and selection, architectural schematics, project planning**
 1. **Action items: See below**
 - ii. **Could involve district relationships with either Oakland or Emeryville**
 1. **Action: Rodrigo to strategize conversation at the district leadership level**
2. **Assign leadership to each key area of work**
 - a. **Modeling: Owning the modeling of the costs of a new facility and scenarios where a larger facility may allow YM to grow. There is a lot already done here so just need a team to take it over and own it on an ongoing basis.**
 - i. **Matt Miller (board member) needs someone to work with him to make regular tweaks to model. Modeling doesn't need to be much more complicated than what we currently have already. Others to help here could include Matt Kanda and Matthew Sade**



1. **Action: Set team and update model. Complete by October board meeting. Matt, Woolsey and Matthew.**
- b. **Finance: Drive the decision process towards a capital partner to allow YM to finance occupation of a permanent facility. Lots done here too. Needs leadership on driving a decision and communicating to the board and community.**
 - i. **Action: Set team and define process. Complete selection criteria by October board meeting**
 - ii. **Action: Yu Ming might consider dedicating a significant portion of its operating surplus to a support LLC that could help seed a capital campaign**
 1. **Rodrigo to define reasoning and process for setting this up**
- c. **Site assessment: Own the real estate deal flow. Lead the relationship with an outside realtor (we have been working with John Loh) to create a master list of possible sites. That list then needs to be assessed, scored and prioritized. Monthly reports to the Board on sites that have been reviewed and recommendations to prioritize. This team continues until YM has chosen and acquired a site.**
 - i. **Tiffany, Ener, Michelle, Woolsey, Antonio**
 - ii. **Location parameters: Alameda is still out. In: south of Chinatown to Fruitvale, possibly East. We are having to be more flexible, because of the market. Site must be in Alameda County.**



- iii. Many files from prior years work. Committee to reorganize GDrive environment to provide sharing and collaboration.
 - 1. Action: Complete
- iv. Antonio suggests seeing other completed projects that potential developer partners have worked on within driving distance.
 - 1. Action: Antonio to lead effort to visit sites with developers
- v. Current opportunities
 - 1. John Loh has said there are a few sites around International and 14th that are a few city blocks in size where sellers might be interested in selling, also some land along estuary.
 - a. Action: Rodrigo and Ener to meet with John Loh.
 - 2. Emeryville - Annie Yates is existing school which makes qualifying for SB740 a challenge
 - a. Action: Rodrigo exploring how this partnership could work mutually for EUSD and Yu Ming.
- vi. Finalize 1 pager with site requirements
 - 1. Action: Tiffany to draft
- d. Architecture and Design: Barring the possibility that YM will find a ready-to-occupy school, prioritized sites will need design and architecture services. If we work with a developer (highly likely) these kinds of capabilities will be included in the developer's services. This team will either



lead on this work, or lead the relationship with the outside services or developers that are needed to provide this work.

- i. Action: Set team (Antonio, Gerald, others?) and define scope of work and role in site selection flow.
3. Set a pacing of progress for each area of work. Set the expectation that these teams will be meeting frequently and that the monthly board meetings will cover progress in work over each area.
 - a. Action: Woolsey volunteers to be on site assessment and finance. Ener volunteers to be on site assessment and to try to find a project manager that could be paid. Antonio volunteers to be on site assessment and arch/design]
 - b. Action: Rodrigo and Ener to follow up offline to discuss role of a consulting project manager vs. a whole shop that does soup to nuts for charters.
 - c. Action: Tiffany drafts call to action to raise awareness of facilities need, engage more parents with experience and to use all parents at the school as eyes and ears for possible sites.
 - d. Rodrigo asks for facilities committee members to come to board meetings regularly. He will also be bringing to the Board a proposal for a Support LLC
 - i. Action: Support LLC still in research phase



To: Board of Directors
From: Sue Park, Head of School
Date: September 22, 2016
RE: Head of School Update

1. Upcoming School Events
2. Upper School Launch
3. Outreach for 2017 Enrollment and Enroll Oakland Charters (EOC)
4. Hiring Update
5. Crosswalk Safety Campaign
6. 2016-2017 School-Wide Goals

1. Upcoming School Events

- Thurs 9/22, 8:15-9:15am, Coffee with Principal: 2016-2017 School-Wide Goals, Alcatraz Cafeteria
- Sat 9/24, 4-6pm, Mandarin Learning Circle and Families of African and Latino Descent Affinity Group
- Mon 9/26, 6-8pm, Enrollment Town Hall, Enrollment and Diversity Committee of Board of Directors
- Tues 9/27, 8:15-8:45am, Community Meeting, Sun Family: Panda, Tiger, Lion, Phoenix, Sea Turtle
- Thurs 9/29, 8:15-9:15am, Coffee with the Principal & Chinese Program Coordinator, Alcatraz Cafeteria
- Fri 9/30, 10:30-5:30, Yu Ming Leadership Team Retreat
- Fri 9/30, 6-8:30pm, Upper School Screening and Discussion of "An Inconvenient Truth," Alcatraz
- Sat 10/1, 3-7pm, Yu Ming Night Market
- Mon 10/3, Shoo the Flu
- Tues 10/4, 8:15-8:45am, Community Meeting, Moon Family: Dragon, Monkey, Horse, Dog, Qilin
- Wed 10/5, School Picture Day
- Thurs 10/6, Coffee with the Principal & Assistant Principal of Academics and Upper School, Alcatraz
- Mon 10/10-14, Fall Recess, No School
- Tues 10/18, 8:15-8:45am, Community Meeting, Sun Family: Panda, Tiger, Lion, Phoenix, Sea Turtle
- Thurs 10/20, 8:15-9:15am, Coffee with the Principal & School Psychologist
- Thurs 10/20, 6:00pm, Board Meeting

2. Upper School Launch

We have had a successful launch of Yu Ming's Upper School. The first two days of school began with a student induction to which provided an opportunity for students to reconnect, deepen relationships, and build clear expectations around the collaborative student culture we want to cultivate in the Upper School. Parents were inducted into the Upper School through a Parent Orientation (Tues, Aug 16) and a Back to School Night (Wed, Sept 7) during which students guided their parents through the Summit Personalized Learning Platform. Students have daily Advisory sessions with their small Advisory group and Mentor teacher and twice weekly Personalized Learning Time during which the Mentors have weekly one-on-one check ins with students. Core Content courses include the following which support our 50/50 model for Grades 5-6:

- Grade 5: English/History, Mathematics (Eng), Chinese/Science
- Grade 6: English, Chinese/History, Mathematics/Science (Eng)



- Grade 5 & 6: Design Lab, Physical Education, Chinese Arts (T1 Opera, T2 Journalism, T3 Drama)
- Grade 5 & 6 Enrichment (choose 1): Art, Flute, Saxophone, Trumpet, Trombone

Students have been issued chromebooks which they use daily to access their course projects and playlists as well as other educational sites. Students also have yumingschool.org email accounts. The Upper School is currently enrolled at 53 students in Grade 5 and 40 students in Grade 6.

3. Outreach for 2017 Enrollment and Enroll Oakland Charters (EOC)

The Community Outreach Committee will be lead by Lily Wang and Diana Molina this year. Together with Dave Cherry Enrolment Committee Chair and Andrea Sui new Operations Coordinator, we will be meeting on Sept 26 to develop a full calendar of outreach, recruitment and enrollment activities for the 2016-2017 year which I will present at the October board meeting.

This year Yu Ming has joined 33+ charter schools representing 79% of the charters and charter students in the City of Oakland, to participate in the Enroll Oakland Charters initiative. There will be a collective web-based clearinghouse, a “one stop shop” for information on Oakland charter school enrollment. Each charter school will retain its own application form and process, but the information will centralized on an online “School Finder” to make exploring public school choice options easier for Oakland families. All schools will continue to run individual lotteries and notify families but during a common window (March 6-17, 2017) and families must confirm attendance by April 3, 2017.

4. Hiring Update

Yu Ming has recently completed a few critical hires which but continues to have the following positions open:

- Resource Teacher/Education Specialist
- Special Education Paraprofessional
- Family Resource Liaison

I am excited to announce following excellent hires:

Sonya Martin, Assistant Principal of Student Support Services: Sonya brings more than fourteen years experience as an educator and school leader and will serve as Yu Ming’s lead in Special Education, intervention and student support programs, data management systems, operations and family partnerships. Sonya started her career as a Full Inclusion Specialist in the Oakland Unified School District. She made the transition to the Berkeley Unified School District where she served as an English teacher, Resource Specialist, Reading Specialist, and Title 1 Coordinator. She moved to the District Office where she served in the Berkeley Evaluation and Assessment Office and lead the LEARNS after school programs, training of principals and teachers, and coordination of state assessments. Sonya then moved to school site leadership as Vice Principal at Willard Middle School, Interim Principal at Malcolm X Elementary and Principal at Jefferson Elementary School.

Sonya is a graduate of California State University of Hayward, where she received her Bachelor of Arts degree, Multiple Subject Teaching Credential, Special Education (Moderate to Severe) Teaching Credential, and her Special Education Resource Specialist Certificate. She received her Master of Arts in Education, and her Preliminary Tier 1 and Tier II Administrative Service Credential from the University of California at Berkeley.



She obtained her Cross-Cultural Language and Academic Development (CLAD) Certificate from Stanford University and is currently a Doctoral candidate at Saint Mary's College of California.

Amy Torrano, Grade 4 English Teacher: Amy has worked in education for over 20 years in both public and independent schools in roles ranging from administrator, middle school language arts and journalism teacher, reading and math specialist, to elementary classroom teacher. Amy holds a Bachelor of Arts in English Literature, a multi-subject teaching credential, and a Master's degree and credential in public administration. She has served as a Master Teacher for the Bay Area Teacher Training Institute, USF, and SF State teacher training and credentialing programs and has been an instructor for the Bay Area Writing Project. Amy is a constant learner and has been trained in Slingerland, Teacher's College Writing Project, and Responsive Classroom.

Amy is excited to join our learning community and will begin working with our Grade 4 students starting Monday.

Andrea Sui, Operations Coordinator: Andrea will serve as the main office manager at the Alcatraz campus and as the coordinator for Yu Ming's After School Program and Enrichment/Intercession Partnerships. She will also coordinate our school enrollment process. Andrea is a Yu Ming parent of a 2nd grade and 5th grade student and has served as a dedicated school volunteer since her family joined our community two years ago. Andrea was born and raised in California. She received her Bachelor of Arts from UCLA in Geography and Urban Studies and her Masters in Business Administration from Pepperdine University. She has worked in a variety of industries and took some time off to focus on her family. She is returning to full time work to support the school that has given so much to her children.

5. Crosswalk Safety Campaign

Board Member Eric Peterson and I have been working with the FSO to improve crosswalk safety. A working group has been formed to add much needed safety improvements to the crosswalk at Alcatraz and Herzog. We have provided training to our staff that is acting as the current morning, crossing guard, expanded his duty time to 30 minutes, and purchased a prominent crosswalk safety sign that will be placed in the intersection. We are now asking the Yu Ming community to vote online at seeclickfix.com/oakland (or go directly to [issue ID 2817960](#)) to encourage the city to make it a priority to add much needed safety improvements to the crosswalk at Alcatraz and Herzog. We've also asked Oakland District 1 residents to schedule a 20 minute meeting with Councilmember Dan Kalb or his staff. Families have also been asked to contact the interim director of Oakland's new Department of Transportation, Jeffrey Tumlin, at jtumlin@nelsonnygaard.com to share concerns.

6. School-Wide Goals 2016-2017

See 2016-2017 School-Wide Goals Document



Board of Directors
September 22, 2016
AGENDA ITEM INFORMATION

Agenda Item	Nomination of Board Treasurer
Time Allotted	5 minutes
Background	<p>The Treasurer is an Officer of the Board and responsible for oversight of the financial management of the school.</p> <p>The school must operate with a Treasurer and that individual may not also hold a separate officer position.</p>
Summary	<p>John Wharton currently serves as Treasurer of the Board. Ms. Jessica Norman will take over the role. Jessica brings extensive experience in charter school financial management, oversight and planning.</p>
Type	Vote
Key Questions	<p>Shall the Board vote to approve Jessica Norman as the new Treasurer of the Board?</p>



**Board of Directors Meeting
1086 Alcatraz Ave.
Oakland, CA
August 27, 2016
9:00 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

B. ROLL CALL

Name	Present	Absent
Diana Lee	X	
Phuoc Le	X	
Matt Miller	X	
Thompson Paine		X
Eric Peterson	X	

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

Members of the public are welcome to speak on any agenda or non-agenda items so long as the matter pertains to the domain and jurisdiction of the school board. Public testimony on non-agenda items will be heard at the opening of the meeting. Public testimony on agenda items will take place as each item is presented. The Board's presiding officer reserves the right to impose reasonable time limits on public testimony.

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

For more information concerning this agenda or for materials relating to this meeting, please contact:
Yu Ming Charter School at 1086 Alcatraz Ave, Oakland, CA 94608; telephone (510) 452-2063



Board of Directors
September 22, 2016
AGENDA ITEM INFORMATION

Agenda Item	Adoption of Annual School Goals
Time Allotted	15 minutes
Background	Yu Ming's Board of Directors votes each year to adopt a broad set of school goals that measure Yu Ming's performance in areas of academic achievement, CARES, school climate and culture and school growth and stability
Summary	The Board and school leadership reviewed performance in several areas during the annual planning retreat and goals were discussed for several areas of the goals document (attached). Several goals need to be finalized.
Type	Vote
Key Questions	<ol style="list-style-type: none">1. Shall the School Goals continue to measure parent satisfaction through a consumer index called Net Promoter Score (NPS?)2. Shall the School Goals continue to measure staff satisfaction? Is "satisfaction" the right metric for staff? What other survey techniques might measure staff satisfaction, perhaps throughout the year?

	<u>Metric</u>	<u>2014-2015 Baseline</u>	<u>2015-2016 Target</u>	<u>2015-2016 Actuals</u>	<u>2016-2017 Proposed Target</u>	<u>Notes</u>
Student Outcome	Mandarin Proficiency: LinguaFolio and STAMP	LinguaFolio Speaking (Oral Fluency) K=82% NH G1=88 NH G2= 72 IL G3=87 IL G4=78 IM	LinguaFolio K-G2 K: S/L/W/R = 80%/80%/80%/80% NH/NH/NM/NM G1: S/L/W/R = 90/100/70/70 NH/NH/IL/IL G2: S/L/W/R = 80/80/80/80 IL/IL/IL/IL STAMP G3: S/L/W/R = 90/90/80/80 IL/IM/ IM/IH G4: S/L/W/R = 80/80/75/75 IM/IH/ IH/AL G5: S/L/W/R = 80/90/90/85 IH/IH/ IH/AL	ELLOPA % of students met or exceeded ELLOPA K: OF/G/V/L = 64/74/66/87 JNH/JNH/JNH/JNH G1: OF/G/V/L = 87/87/85/94 JNH/JNH/JNH/JIL G2: OF/G/V/L = 80/85/73/92 JIL/JIL/JIL/JIM STAMP % of students met or exceeded ACTFL proficiency guidelines in LISTENING/SPEAKING READING/WRITING G3 = 100 IL/88 NH 68 NH/90 NH G4 = 70 IM/96 NH 86 NH/80 NH G5 = 76 IM/72 IL 63 IL/65 IL	75% of students will reach the range of ACTFL proficiency guidelines in LISTENING/SPEAKING READING/WRITING K = JNH-JIL/JNM-JNH G1 = JIL-JIM/JNH-JIL NL-NM/NL-NM G2 = JIM/JIL-JIM NM-NH/NM G3 = NH-IL/NH-IL NH/NM-NH G4 = IL-IM/IL-IM NH-IL/NH-IL G5 = IM-IH/IM-IH IL-IM/IL G6 = IH/IH IM/IL-IM	2013-14: Early Language Learning Oral Performance Assessment (ELLOPA). designed for PreK-G2. assesses: Oral Fluency, Grammar, Vocabulary & Listening. The Student Oral Proficiency Assessment (SOPA) for G2-8 assesses the same four skills areas. Goals based on American Council on the Teaching of Foreign Languages (ACTFL) Proficiency Guidelines. YM abandoned ELLOPA/SOPA as rater verification indicated rater accuracy was difficult to reliably achieve. 2014-15: LinguaFolio is a portfolio-based formative assessment that helps students reflect upon their language learning and proficiencies. Curriculum-embedded performance tasks are designed to be teacher- and program-specific and aligned to specific outcomes. 2014-15 targets were set to skills assessed by ELLOPA and SOPA. In the end, YM only assessed Speaking (Oral Fluency) through Linguafolio. 2015-16: LinguaFolio will be used for K-G2 in Listening, Speaking, Reading and Writing. The Standards-Based Measurement of Proficiency (STAMP) will be used to assess these skills in G3-5. STAMP is web-base and scored externally by certified raters. 2016-17: Yu Ming's first STAMP administration provided our first externally - validated criterion-referenced data set by which to set more accurate ACTFL targets for 2016-17. In addition, we consulted with Shuhan Wang a recognized expert in the field of CLD to refine our targets. 2015-16 STAMP Actuals reflect our actual student data and not the percentage that met the 2015-16 Targets. Team will look at how to assess progress within Mandarin language learning performance bands and by Mandarin-original and Non-Mandarin cohorts. *Note ACTFL levels: NL/NM/NH = <i>Novice Low/Mid/High</i> ; IL/IM/IH = <i>Intermediate Low/Mid/High</i> ; AL = <i>Advanced Low</i>
	Math: SBAC	G3: 93% Met or Exceeded (+53 above CA) G4: 83% Met or Exceeded (+48 above CA)	40 percentage points above state Met or Exceeded Increase 2015 baseline by 3%* Increase number students at Standard Nearly Met to Standard Met by 15%*	G3: 83% Met or Exceeded (+37% above CA) G4: 89% Met or Exceeded (+51% above CA) G5: 78% Met or Exceeded (+45% above CA) 2015 Baseline was decreased by 5.6% Number of students at Standard Nearly Met to Standard Met did NOT increase	40 percentage points above state Met or Exceeded Increase number students at Standard Nearly Met to Standard Met by 15%* Increase number of students at Standard Not Met to Standard Nearly Met by 25%*	2015 YM Results: G3: 4% Standard Not Met, 4% Standard Nearly Met, 35% Standard Met, 58% Standard Exceeded (98% or 52 students tested) G4: 2% Standard Not Met, 16% Standard Nearly Met, 36% Standard Met, 47% Standard Exceeded (96% or 45 students tested) *Local Control and Accountability Plan (LCAP) goal Statewide results G3: 40% Met or Exceeded G4: 35% Met or Exceeded G5: 30% Met or Exceeded 2016 YM Results:

			Increase number of students at Standard Not Met to Standard Nearly Met by 25%*	Number of students at Standard Not Met to Standard Nearly Met did NOT increase		<p>G3: 8% Standard Not Met, 10% Standard Nearly Met, 20% Standard Met, 63% Standard Exceeded (51 out of 53 students tested or 96%) G4: 2% Standard Not Met, 9% Standard Nearly Met, 23% Standard Met, 66% Standard Exceeded (53 out of 53 students tested or 100%) G5: 4% Standard Not Met, 18% Standard Nearly Met, 22% Standard Met, 56% Standard Exceeded (45 out of 46 students tested 98%)</p> <p>Statewide results G3: 46% Met or Exceeded G4: 38% Met or Exceeded G5: 33% Met or Exceeded</p> <p>Percentage of all students at each band</p> <table><tr><td></td><td>Standard Not Met</td><td>Standard Nearly Met</td><td>Standard Met</td><td>Standard Exceeded</td></tr><tr><td>2015</td><td>3%</td><td>9%</td><td>35%</td><td>53%</td></tr><tr><td>2016</td><td>5%</td><td>12%</td><td>21%</td><td>62%</td></tr></table>		Standard Not Met	Standard Nearly Met	Standard Met	Standard Exceeded	2015	3%	9%	35%	53%	2016	5%	12%	21%	62%
	Standard Not Met	Standard Nearly Met	Standard Met	Standard Exceeded																	
2015	3%	9%	35%	53%																	
2016	5%	12%	21%	62%																	
English Language Arts: SBAC	<p>G3: 72% Met or Exceeded (+34 above CA) G4: 81% Met or Exceeded (+41 above CA)</p>	<p>35 percentage points above state Met or Exceeded</p> <p>Increase 2015 baseline by 3%*</p> <p>Increase number students at Standard Nearly Met to Standard Met by 15%*</p> <p>Increase number of students at Standard Not Met to Standard Nearly Met by 15%*</p>	<p>G3: 77% Met or Exceeded (+34% above CA) G4: 83% Met or Exceeded (+40% above CA) G5: 80% Met or Exceeded (+31% above CA)</p> <p>Increased 2015 baseline by 4%</p> <p>Increased number students at Standard Nearly Met to Standard Met by 22%</p> <p>Number of students at Standard Not Met increased from 6% to 8%</p>	<p>35 percentage points above state Met or Exceeded</p> <p>Increase number students at Standard Nearly Met to Standard Met by 15%*</p> <p>Increase number of students at Standard Not Met to Standard Nearly Met by 15%*</p>	<p>2015 YM Results: G3: 8% Standard Not Met, 21% Standard Nearly Met, 12% Standard Met, 60% Standard Exceeded (98% or 52 students tested) G4: 5% Standard Not Met, 14% Standard Nearly Met, 11% Standard Met, 70% Standard Exceeded (94% or 44 students tested) *Local Control and Accountability Plan (LCAP) goal</p> <p>Statewide results G3: 38% Met or Exceeded G4: 40% Met or Exceeded G5: 44% Met or Exceeded</p> <p>2016 YM Results: G3: 8% Standard Not Met, 16% Standard Nearly Met, 22% Standard Met, 55% Standard Exceeded (51 students tested) G4: 6% Standard Not Met, 11% Standard Nearly Met, 19% Standard Met, 64% Standard Exceeded (53 students tested) G5: 11% Standard Not Met, 9% Standard Nearly Met, 24% Standard Met, 56% Standard Exceeded (45 students tested)</p> <p>Statewide results G3: 43% Met or Exceeded G4: 44% Met or Exceeded G5: 49% Met or Exceeded</p> <p>Percentage of all students at each band</p>																

							Standard Not Met	Standard Nearly Met	Standard Met	Standard Exceeded
						2015	6%	18%	11%	65%
						2016	8%	12%	21%	58%
Overall: API	2012-13: 944	NA	NA	NA	NA	API is suspended as the CDE develops a new accountability system to rate school performance. “The new system would be designed to focus on multiple indicators, such as graduation data and student preparedness for college and career, and not only test scores.” (CDE 3/11/15) CDE does not plan to release an accountability report card until fall 2016.				
Writing: English & Mandarin	Yu Ming end-of-year Writing Assignment: % Meets Expectations MLA/ELA K = 94/98 G1 = 88/98 G2= 68/94 G3 = 88/94 G4 = 97/94	CCSS-aligned on-demand Writing Assessment: % Meets or Exceeds MLA/ELA All grades average: 85%/85%	Writing in Chinese -- Meets Grade Level Standard? K = 13% G1 = 27% G2 = 75% G3 = 44% G4 = 62% G5 = 74% Writing in English-- Meets Grade Level Standard: K = 77% G1 = 42% G2 = 54% G3 = 13% G4 = 64% G5 = 30%	Writing in Chinese -- Meets Grade Level Standard? K-G6 = 60% Writing in English-- Meets Grade Level Standard: K-G6 = 60%	2014-15: The end-of-year writing assignment was an Opinion piece (CCSS call for 3 text types: Opinion, Narrative, Informational) and scored as either meeting or not meeting. 2015-16: The Learning Headquarters writing program new CCSS-aligned on-demand writing assessment from Learning Headquarters will be administered at beginning-of-year (Oct) and end-of-year (June) on an Opinion writing task and scored on 4 proficiency levels: Exceeds, Meets, Approaching, or Below Standard. Two interim writing assessments will be administered in February and April in all grades.					
Mandarin Reading	MLA/ELA % Meets Expectations K = 100 G1 = 100 G2= 100 G3 = 100 G4 = 100	CCSS-aligned Reading Comprehension Assessment: % Meets Expectations All grades average: 85%	Reading in Chinese -- Meets Grade Level Standard: G3 = 88% G4 = 55% G5 = 84%	Reading Level in Levelchinese: K = 70% Level C G1 =75% Level E G2 = 75% Level G G3 = 75% Level I G4 = 75% Level J G5 = 70% Level K G6= 70% Level L	2014-15, YM piloted Mandarin reading comprehension assessments from China and/or Taiwan. Narrative reading comprehension assessments were given at one grade level below in K-G4. 2015-16: Teachers administered grade level reading assessment from LevelChinese materials 2016-17: All students will be assessed using the LevelChinese online reading assessment program on a 20 level scale three times this year.					
Character, Values & Global Citizenship: CARES	% Meets Expectations K = C/A/R/E/S 92/94/100/96/90 G1 =C/A/R/E/S	90% in all grades meet expectations, on CARES	% Meets Expectations K = C/A/R/E/S 100/98/100/100/98 G1 =C/A/R/E/S 100/100/100/100/98	90% in all grades K-G4 meet expectations, on CARES +1 citizenship/service learning activity	The acronym CARES (Cooperation, Assertion, Responsibility, Empathy, Self-Control) is a key part of the Responsive Classroom approach used at YM. All students receive grades for each element of “CARES” on their report cards. Classes have not yet completed the global citizenship activity.					

2016-2017 School Goals

updated 8/27/16_rjp

		96/94/98/100/96 G2=C/A/R/E/S 94/94/96/100/88 G3 =C/A/R/E/S 94/98/98/98/84 G4 =C/A/R/E/S 93/93/96/97/93	+1 citizenship/service learning activity	G2=C/A/R/E/S 100/100/100/100/96 G3 =C/A/R/E/S 98/96/98/100/94 G4 =C/A/R/E/S 94/100/98/94/85 G5 =C/A/R/E/S 100/100/100/98/100		
S c h o o l C o m m u n i t y	Student Satisfaction	85% scoring 4+	Achieve 90% favorable responses on Student Satisfaction Surveys	NA (two focus groups were held in 2015-16 instead of a student satisfaction survey instrument) Still assessing whether we've collected data from focus groups	Reassessing data collection approach, elements of student "satisfaction" and measurement instrument Consider renaming "student satisfaction"	2014-15: G2-4 students surveyed. 2015-16: LCAP goal is baseline + 5% for student satisfaction. Students were not surveyed in 2015-2016 and focus groups were convened. 2016-17: The Panorama Education Student Survey will be administered to grades 3-6 to measure student perceptions of teaching and learning to inform teacher effectiveness and areas of strength and growth across the school. Do students feel the conditions for success? Do they feel confident in the resources available to succeed?
	Staff Satisfaction:	NPS = -45 65% favorable	NPS = 45 Achieve 73% favorable responses on Staff Satisfaction Surveys	NPS = XX [Survey data being reviewed]	NPS = XX Staff: XX favorable Teacher: XX favorable	2014-15: June staff survey indicated 65% "favorable" responses. LCAP 2015-16 goal is 73% (baseline 70% + 3%). 2015-16: Survey took place in Dec. '15 - Jan. '16. YM changed to a packaged staff and teacher survey questions were different than '14-'15. Panorama survey scales have 5 response options with 2 possible favorable responses. Yu Ming's prior instrument had 10 options with 4 possible favorable responses. [Board to revisit approach to surveys; frequency, questions, etc]
	Parent Satisfaction: Recommend YM?	NPS = 46 96% favorable response to "overall satisfaction"	NPS = 50 Achieve >80% favorable responses	NPS = XX [Survey data being reviewed]	NPS = XX	2015-16: Parent survey window was Jan 20 - Feb 2, 2016. 2015-16 Staff survey window was Oct - Dec. 2015 YM changed to a packaged staff and teacher survey questions. As a result the answers in the current survey cohort do not correspond to past surveys. Net Promoter Score (NPS) is a widely used consumer satisfaction research question but not used in elementary school settings. The current wording may be limiting, so we plan to validate the NPS using other overall questions on the parent survey. [Board to revisit approach to surveys; frequency, questions, etc]
	Parent involvement	50% Parents completed annual survey	55% Parents complete annual survey	50% Parents completed annual survey (Feb 2016) XX% Parents fulfill volunteer hours commitment	55% Parents complete annual survey 40% Parents fulfill volunteer hours commitment	2014-15 baseline was based on the self-report question on the anonymous end-of-year parent survey: "Have you met the 30-hour volunteer requirement for families at Yu Ming?", and not based on actual volunteer hours reported to volunteer coordinator.

2016-2017 School Goals

updated 8/27/16_rjp

		36% Parents fulfilled volunteer hours commitment	40% Parents fulfill volunteer hours commitment			2015-16 LCAP indicates parent survey completion goal +5% of 2014-15 baseline and parent volunteer commitment fulfillment goal.
	Target area: valuing diversity	88% scoring 7+	90% scoring 7+	69% Favorable Response	XX	Based on the spring parent survey: "Please indicate the degree to which you agree that Yu Ming values diversity of backgrounds." Scale of 0-10; 10 is strongly agree. Long Term goal: 100% 2015-16: Note that Panorama survey instrument does not include this question but includes the following scale: "How much does the school value the diversity of children's backgrounds." The Panorama survey scales have 5 response options with 2 possible favorable responses. Yu Ming's prior instrument had 10 options with 4 possible favorable responses.
	Target area: confidence in Leadership	Board Leadership: 70% scoring 7+ Principal leadership: scored 79% scoring 7+	Board Leadership: 80% scoring 7+ Principal Leadership 85% scoring 7+	To the Questions: "How well do leaders create an environment that helps kids learn?" 61% Favorable Response	XX Consider how to adapt survey for this question % scoring X on the question "..."	Based on the spring parent survey: "Please indicate the degree to which you agree that Yu Ming's Board makes sound decisions about the direction of the school." Scale of 1-10; 10 is strongly agree. 2015-16: A question on Board Leadership was not included in the packaged survey from Panorama.
S c h o o l G r o w t h a n d S t a b i l i t y	Enrollment	98%	99%	99%	99%	In the future, we may consider adding Wait List as a measure of longer term enrollment stability. 2014-15: Enrollment 255/260 = 98% K=52, G1=53, G2=52, G3=52, G4=46 2015-16: Enrollment 308/312 = 99% K=53, G1=53, G2=52, G3=52, G4=53, G5=45 Waitlist KM=38, K=142, G1=28, G2=26, G3=11, G4=5 2016-17: Enrollment 358/364 = 98% K=53, G1=53, G2=53, G3=53, G4=52, G5=53, G6=41 Waitlist KM=42, K=138, G1=39, G2=25, G3=19, G4=8, G5=3
	Student application diversity	Class of 2015-16 % Applicants/ Admitted/ Enrolled Af Am 17/13/11 Latino 5/4/2	Class of 2016-17 % Applicants/ Admitted/ Enrolled Af Am 20/15/12 Latino 5/4/2	Class of 2016-17 % Applicants/ Admitted/Enrolled Af Am 18/12/10 Latino 10/10/8	Class of 2017-18 % Applicants/ Admitted/ Enrolled Af Am 25/[xx]/15 Latino 12/[xx]/8 Non-Mandarin / Mandarin Cohort Breakout FRL []	2014-15: Af Am K Applicants 8%, Enrolled 8% Latino K Applicants 7%, Enrolled 6% 2015-16: Af Am K Applicants 17%, Admitted 13%, Enrolled 11% Latino K Applicants 5%, Admitted 4%, Enrolled 2% 2016-17: Af Am K Applicants 18%, Admitted 12%, Enrolled 10% Latino K Applicants 10%, Admitted 10%, Enrolled 8%
	Attendance	97%	97%	97.6%	97%	Based on calculated Average Daily Attendance (ADA), on which state and federal per pupil funding is based
	Cash reserve	6/30/15 actual: ?? JW to f/u w/Yoon	6/30/15 target: JW/RP revisit (10%?)	Fund balance finished at \$870,000, which was \$263,000 over the targeted fund balance	The board passed a 2016-17 budget that included a \$73,000 operating surplus. Board may consider setting aside portion of fund balance for specific	Our fund balance includes one-time start-up grant funds received in 2011 and 2012, which are being spent to cover the costs of adding a grade level each year.

2016-2017 School Goals

updated 8/27/16_rjp

					needs (ie facility down-payment)	
Adequate facilities	Not on track	Interim (somewhere to go for next year): Candidates IDed by Dec 2015; Secured location + transition plan by January 2016 Long-Term (LT facility secured): Secured by Fall 2015	Not on track. Extended Herzog (1 year) and Alcatraz (2 years). Facility Committee was dormant for most of year.	Facility Committee revived. Working groups active on site selection, planning and architecture, financing and short-term site alternatives. Goals: Viable short-term sites IDed by December '16. Pipeline of permanent sites build up and prioritized by December '16. Communications strategy. Financing approach chosen by October '16. Developer partner chosen by October '16	Yu Ming is at full capacity at Alcatraz and Herzog locations. Alcatraz is leased through June 2018. Herzog is leased through June 2017.	
Staff Retention	78%	85%	77%	85%	Based on principal evaluation; applies to high-performing staff only. Includes all staff, both teaching and non-teaching. 2014-15: 21/27. 2015-16: 20/26 2016-17: LCAP goal states 85% retention of high performing staff.	
Community relations	TBD	TBD	Highlight activities and statistics related to YM community outreach and events from 2015-16	Host or participate in at least 3 external community engagement activities Student Service Learning Events % of students applying from the local neighborhood	2016-17: Examples of external community engagement activities include: Love your Neighborhood Day, Night Market, Neighborhood Walk, Yu Ming collaboration with community organizations, etc. [What are our goals on this item? Good neighbor? Applicants from community?]	



Board of Directors
September 22, 2016
AGENDA ITEM INFORMATION

Agenda Item	Nomination of Joy Lee to Board Member
Time Allotted	5 minutes
Background	<p>Yu Ming's volunteer Board of Directors regularly seeks new members to strengthen its professional capabilities and add to the diversity of experience, backgrounds and cultural connections to build a strong institutional board.</p> <p>Currently at 9 members, Yu Ming's by-laws were recently amended to permit the expansion of the Board to up to 13 members (not including a permanent place on the board for a representative of the Alameda County Office of Education). Two of Yu Ming's board seats are set aside for parent-elected board members, and a third non-founding Yu Ming parent may be appointed to the board at the discretion of the directors.</p>
Summary	Ms. Joy Lee is proposed for a three year term running September 22, 2016 through August 30, 2019. Joy has met with several Yu Ming board members as well as Principal Park. Her resume is attached for reference.
Type	Vote
Key Questions	Shall the Board vote to approve Ms. Joy Lee as the newest member of the Yu Ming Board of Directors?

JOY LEE

371 30th St Apt 405 • Oakland, CA 94609-3430
joylee821@gmail.com

EXPERIENCE	FITBIT INC.	San Francisco, CA
2016-Present	Research and Insights Manager, International <ul style="list-style-type: none">• Lead market research and consumer insights strategy and execution for international markets (EMEA, APAC, LatAm)	
2012-Present	THE CLOROX COMPANY Global Insights Manager, International - Fragrances, Cleaning Utensils, 2015-Present <ul style="list-style-type: none">• Lead and work with internal and external team to execute complex multi-country primary research studies for Fragrances and Cleaning Utensil businesses in Latin America and Middle East/North Africa• Manage marketing analyst and summer intern including project scoping and management of day-to-day responsibilities Associate Global Insights Manager, Brand Insights, 2012-2015 <ul style="list-style-type: none">• Designed and executed strategic custom research studies in collaboration with internal and external partners to inform marketing strategy and tactics• Led consumer insights development on winning team in company-wide intrapreneurship competition resulting in acquisition of recommended food company• Recipient of 2014 'Curiosity' Leadership Award (function-wide out of 100+ colleagues)	Oakland, CA
2012	EDUCATION PIONEERS Consultant at The Laura and John Arnold Foundation <ul style="list-style-type: none">• Performed gap analysis on multi-million dollar portfolio of education investments to identify areas of strategic investment opportunity and formulate recommendations for future investments• Streamlined grants management system through creation of standardized proposal and reporting guidelines and establishment of report tracking procedure	Houston, TX
2008-2010	UNITED STATES PEACE CORPS Teaching English as a Foreign Language Instructor <ul style="list-style-type: none">• Designed curriculum for and taught English courses to 300 Chinese university students to improve students' language fluency and speaking confidence; received "Outstanding Foreign Teacher" Award for Sichuan province• Led group of 8 volunteers and collaborated with Education Bureau during 2-week course that trained 200 teachers in oral English and interactive teaching methodologies• Presented career search strategies workshop with Country Director to 60 volunteers at conference to facilitate peers' transition back to the U.S.	Panzhihua, China
2007-2008	Microenterprise Development and Community Tourism Consultant Tarata, Bolivia <ul style="list-style-type: none">• Consulted local artisan to develop marketing materials, perform financial analysis and conduct market research for microenterprise resulting in 50% revenue increase• Designed and conducted market research survey for tour guide association; analyzed and compiled data into informational report to guide Director of Tourism's overall marketing campaign for three local annual festivals• Co-created, promoted and organized activities for a Kid's Club to teach critical thinking, creativity, teamwork and leadership to 10 local youth as one of few weekly extracurricular activities for this age group	
2004-2007	UBS Operations Analyst <ul style="list-style-type: none">• Collaborated with trading desk, legal, IT and data management teams in credit derivatives and energy groups to resolve issues and fulfill daily processing requirements for confirmations and settlements• Supervised team of 3 client managers within credit derivatives confirmations group to meet stringent Federal Reserve Bank targets reducing aged outstanding confirmations by 40% over 6 months	Stamford, CT

EDUCATION	<p data-bbox="370 113 784 142">UNIVERSITY OF MICHIGAN</p> <p data-bbox="370 144 857 174">Stephen M. Ross School of Business</p> <p data-bbox="370 176 945 205">Master of Business Administration, April 2012</p> <ul data-bbox="370 207 1414 302" style="list-style-type: none"> <li data-bbox="370 207 1414 264">• Recipient of Ross Fellowship (full-tuition merit scholarship), graduated with High Distinction <li data-bbox="370 266 1357 302">• International Exchange Program: China Europe International Business School 	Ann Arbor, MI
	<p data-bbox="370 323 867 352">CARNEGIE MELLON UNIVERSITY</p> <p data-bbox="370 354 727 384">Tepper School of Business</p> <p data-bbox="370 386 1088 415">Bachelor of Science in Business Administration, May 2004</p> <ul data-bbox="370 417 761 449" style="list-style-type: none"> <li data-bbox="370 417 761 449">• Minor in Engineering Studies 	Pittsburgh, PA
ADDITIONAL	<ul data-bbox="370 470 1446 596" style="list-style-type: none"> <li data-bbox="370 470 1414 499">• Conversant in Spanish and Mandarin (HSK Level 7), basic knowledge of Quechua <li data-bbox="370 501 1446 596">• Passionate about volunteerism and educational causes -- 9 years experience tutoring ESL and math for various organizations (Literacy Volunteers, Children's Aid Society, 826 Michigan, Building Skills Partnership) 	



Board of Directors
Month DATE: September 22, 2016
AGENDA ITEM INFORMATION

Agenda Item	Discussion of Resolution to Change Enrollment Policy
Time Allotted	30 minutes
Background	<p>During the charter renewal process the ACOE and YM constituents recognized that we need to take more concrete steps to increase diversity at YM with the goal of more closely reflecting the diversity of our neighborhood and the county as a whole. Over the last 6 years, the outreach team, led by YM parents and leadership, has made many attempts at recruiting from our neighborhood and disadvantaged communities. Recently, the Board approved an increase in the lottery preference for neighborhood students, but despite an increase in applicants from diverse backgrounds, the lottery has not appreciably changed the status quo. YM's Board is now in a position to consider other, more aggressive options to make significant gains in diversity among our students. Of the number of options being considered, a new categorical preference for Free or Reduced Lunch (FRL) has been met with the most support.</p>
Summary	<p>The resolution is proposing the creation of a categorical preference for FRL of 40% starting with the 2017 enrollment lottery.</p>
Type	Resolution
Key Questions	<ol style="list-style-type: none">1.) How would the 40% categorical preference change the overall makeup of the entire school in terms of FRL % over several years?2.) Are there enough FRL eligible applicants to make up 40%?3.) How would this decision affect the fundraising



	efforts of the YM community? 4.) How would we implement this new preference?
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RESOLUTION #: FY16-001

RESOLUTION OF THE
BOARD OF DIRECTORS OF YU MING CHARTER SCHOOL
TO AMEND ENROLLMENT LOTTERY PREFERENCES

WHEREAS, Yu Ming Charter School, as a California public school, aspires to serve students of all socioeconomic and racial backgrounds;

WHEREAS, racially and socioeconomically diverse and integrated learning environment promotes cognitive and socio-emotional benefits, encourages deeper learning, creativity, and critical thinking, and prepares students to succeed in a global economy;

WHEREAS, roughly 40% of students in Alameda County public schools are eligible for free or reduced-priced meals;

WHEREAS, the Charter School aims to attract, enroll and retain a student body that reflects the diversity of the residents of Alameda County;

WHEREAS, the Charter School is committed to achieving these aims and has worked towards implementing meaningful and effective strategies, including cultivating relationships with subsidized preschools and focused local neighborhood outreach;

WHEREAS, increasingly rapid gentrification of North and West Oakland is displacing working-class and African American and immigrant families, and is profoundly changing the makeup of the impacted neighborhoods, including the Charter School's;

NOW, THEREFORE, BE IT RESOLVED, that the Board determined by majority vote amends the Charter School's admission preferences as follows:

NOW, THEREFORE, BE IT RESOLVED, that the Board determined by majority vote that in the Yu Ming Charter School Enrollment and Public Random Drawing Policy (most recently revised on September 24, 2015), that section 2-c- will be amended as follows – there will be the addition of the following categorical preference:

- iv. Children whose family meets the requirements for the California Free and Reduced Lunch Program*



Under section 2-f the following language will be added:

- ii. *For preference category 2.c.iv (Children who meet the requirements of the California Free and Reduced Lunch Program) the preference shall be a categorical preference and applicants will be assigned slots after completion of the procedure in 2.f.i above. The number of applicants eligible for this preference will be [40%] of the total number of slots available at the time of Public Random Drawing, rounded up to the nearest whole number (eg. if there are a total of 52 Kindergarten slots available at the time of the Public Random Drawing, then up to 22 applicants would be eligible to receive this preference.) For Kindergarten, the number of applicants eligible to receive this preference would be split between Mandarin speakers and non-Mandarin speakers to reflect the number of available slots in each pool. If there are not enough applicants who meet the Free and Reduced Lunch Criteria in either pool, the number in the other pool will be increased to account for the number of eligible slots not used.*
 1. *If applicants indicate on their application form that they may be eligible for the Free and Reduced Lunch Preference, they will be asked to meet with a Yu Ming staff member who will verify their eligibility for this preference based on a visual inspection of documents that show household income. The documents that may be used for this determination will be specified on the instructions of the application form. These documents will not be collected at the time of application to Yu Ming. If the applicant is offered a slot at Yu Ming, the applicant will be expected to submit proof of eligibility for the Free and Reduced Lunch Program, as specified by the California Board of Education, at the time of enrollment to Yu Ming.*
 2. *If there are more applicants in either the Mandarin or non-Mandarin pool than the number available to receive the Free and Reduced Lunch preference, then applicants shall be randomly selected to receive slots up to the number eligible for the preference. Applicants eligible for other weighted preferences (as detailed in section 2.f.iii below) shall receive those weightings within the process of random selection for the Free and Reduced Lunch preference. This preference will be reflected in the lottery process through mechanical or electronic means by selecting at random students in this preference category.*
 3. *Any applicants who were not selected based on the categorical Free and Reduced Lunch Preference shall be placed with the remaining applicants and drawn at random as detailed in section 2.f.iii below).*

Section 2-f-iii shall be modified to the following:



iii. For preference category 2.c.vi (Residents of the Local Elementary School Attendance Area) the preference will be a weighted preference of 3:1. For preference category 2.c.vii (Residents of Alameda County) the preference will be a weighted preference of 2:1. The weighting for Alameda County will not be additive to the weighting for the Local Elementary School Attendance Area. For preference category 2.c.v (Children of Yu Ming Board Members) the preference will be an added weight of 2 in addition to any weighting for residency (i.e. a child of a Board Member who resides in Alameda County will have a weighted preference of 4:1; a child of a Board Member who resides in the Local Elementary School Attendance Area will have a weighted preference of 5:1; and a child of a Board Member who lives outside Alameda County will have a weighted preference of 3:1). These preferences will be reflected in the lottery process through mechanical or electronic means by selecting at random students in preference categories 2.c.v, 2.c.vi, 2.c.vii and 2.c.viii with the weighting described above.

This change will be effective immediately and will be in place for the 2017 enrollment lottery.

I, , do hereby certify that the foregoing is a true and correct copy of the resolution adopted by the Board of Directors of Yu Ming Charter School at meeting thereof duly called and noticed and held on September 22, 2016, and that it was so adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

DATE: _____

BY: _____

RESOLUTION OF THE BOARD OF DIRECTORS