



Board of Directors Meeting
Meeting Location: 675 41st St. Oakland, CA 94609
December 13th, 2018, 6:00 PM
Dial-in Location: 2000 6th Street, Sacramento, CA 95818 (Sonali)
Dial-in Number: 641-715-3580, ID# 820-840

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 6:13pm

B. ROLL CALL

NAME	Present	Absent
Lucia Hwang	x	
Joy Lee	x	
Ron Lewis		X
Julie Mikuta	x	

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REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

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Sonali Nijhawan	x	
Jessica Norman	x	
Eric Peterson	x	
Brianna Swartz		x
Ethan Warsh		x

C. APPROVAL OF AGENDA

*Moved by: Julie Mikuta
 Motion second by: Lucia Hwang
 Approved*

II. INVITATION TO THE PUBLIC TO ADDRESS THE BOARD

- Concerns around ELA instruction time - need to ensure English literacy, urgency behind timeline for any changes for next year

III. CONSENT AGENDA (5 mins)

- A. Approve October 2018 Minutes
- B. Approve Yu Ming Classroom Based Attendance Policy
- C. Approve Yu Ming Classroom and School Volunteer, Visitation, and Removal Policy
- D. Approve Education Committee Description & Goals for 2018-19
- ~~E. Approve Enrollment & Diversity Committee Description & Goals for 2018-19~~
- F. Approve Julie Mikuta as Education Committee Chair

*Moved by: Jessica Norman
 Motion second by: Lucia Hwang
 Approved*

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IV. ITEMS OF BUSINESS

A. Finance Committee (Jessica Norman) (45 min)

1. Discussion October Financials Update (15 min)
2. Vote First Interim Financial report (15 min)

Moved by: Lucia Hwang

Motion second by: Eric Peterson

Approved

3. Vote FY 17-18 Audit Report (Audit Committee - Brianna Swartz, Joy Lee) (15 min)

Overall clean audit, item of note is new accounting rule - need to account for rent straight-line if increasing over time (better for late years, more challenging for early years), potentially will look into switching in Spring; one change from sent document - pg. 6 statement of functional expenses - approve audit with changes (categorization different, not amount)

Moved by: Joy Lee

Motion second by: Julie Mikuta

Approved

B. Strategic Planning Task Force (Cindy Liu, Brianna Swartz) (60 min)

1. Discussion First Draft of Strategy Plan (30 min)

- Desire to edit Pillar 4 “Diverse & Inclusive Community” → “Diverse, Equitable & Inclusive Community”; adjust from “Model Impact (by year 3)” to “Long-term Impact (TBD)”
- Looking to have Board decision on multi-year budget/plan in March; pass in May meeting - concerns around community engagement early-on in process (text notifications, etc.)

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2. Discussion Define Model Impact Exercise - discussion to narrow scope of impact model to 2-3 models for deeper exploration and research (30 min)

- Today's goal narrow down to 2 high-potential options for long-term impact - eliminated 3 options based on synergy and association with current YM mission/vision; overview of remaining 5 potential options
- Consultancies - can be revenue generating to help support school
- Pro of some of the options is retention/development opportunities for staff

C. Education Committee (Julie Mikuta, Sue Park) (40 min)

1. Vote 2019-2020 School Calendar (20 min)

Same as this year - 185 school days, 195 teacher work days; added another pupil-free staff day in Feb (centered around data analysis and planning, equity training in Nov pupil-free day), 7 professional learning days; moved October break to 3rd week (as per federal holiday), also with Thanksgiving - proposing the entire week is off (this is typical for schools in the area, will align with siblings in other schools)

Moved by: Joy Lee

Motion second by: Lucia Hwang

Approved

2. Discussion School Assessment Data (SBAC, Trimester 1 Assessment, Fall 2018 Dashboard, SpEd Program) (20 min)

CA Dashboard

All schools' Fall Dashboard now available

Changes include - more updated data, state and local indicators, new indicator (chronic absenteeism)

Rating a combination of level and improvement

"Blue" (highest) in everything - not enough people in English Learner to rate

Small sample size so shifts can be significant for metrics by year

ELA is strong (even compared to other immersion schools)

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SBAC

#1 school in OAK (elementary and middle) and #1 middle/#2 elementary in Alameda County

Top 5% of all CA schools (Math, ELA)

Small sample with specific populations (econ disadvantaged, minority, English learner)

ELA challenged area is English Learner (most in K and 1st grade, now looking to establish goals around this), math performance strong across the board

Support for teachers - interim SBAC results used for training/hone in on focus areas - why behind scores

Program Updates

Chinese reading - ahead or on-track

Chinese writing - mostly ahead, 3rd grade will have extra focus

Chinese language (grammar, vocab, usage) - most grades ahead or on track

Math - some grades on-track/ahead but need help with some pacing for instruction (lessons are scripted out but teachers need to translate to Chinese)

English Writing - on track with expectations

English Language - 3rd grade struggling/behind expectations - are looking at scoring, implementing side-by-side scoring for consistency/calibration

English Reading - only testing those not at grade level, most are meeting/exceeding

Some students are getting more than 10% (general model) English language instruction based on needs as identified through testing

Actions taken include intervention, will have check-ins at mid and end of cycle

Special Ed

Initiatives in academic, behavioral, emotional support

D. Board Development Committee (Eric Peterson, Brianna Swartz) (60 mins)

1. Vote Board Officer Elections (25 min)

i. Vote Board Chair - Eric Peterson

Moved by: Lucia Hwang

Motion second by: Julie Mikuta

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Approved

- ii. Vote Board Vice Chair - Brianna Swartz

Moved by: Lucia Hwang

Motion second by: Joy Lee

Approved

- iii. Vote Treasurer - Jessica Norman

Moved by: Eric Peterson

Motion second by: Julie Mikuta

Approved

- iv. Vote Secretary - Joy Lee

Moved by: Lucia Hwang

Motion second by: Julie Mikuta

Approved

2. Vote New Board Member - Alcine Mumby (15 min) (moved in schedule to after Finance Committee items)

Moved by: Julie Mikuta

Motion second by: Jessica Norman

Approved

3. Discussion Annual Board Self Evaluation (20 min)

Full participation (minus 1 person) - looking for more systematized HOS evaluation, need better succession planning process for HOS, will put on agenda for next time

- E. Funds Committee Update (Eric Peterson) (10 min)

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1. Discussion Update on Capital Campaign - Discuss progress in the development of Yu Ming's Capital Campaign to secure a new or expanded school facility (10 min)
Wait until Jan to finish study of what the options are; have secured campaign chairs; starting to get some momentum around donations/work around connections with foundations

V. REVIEW OF ACTION ITEMS AND FUTURE AGENDA ITEMS

Board Self Evaluation discussion (continuation of Dec meeting)
Vote Julie Mikuta Board Chair
(Other standard things)
October Check Register

VI. ADJOURNMENT

The meeting was adjourned at 8:45 pm.

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