

YI HWANG ACADEMY OF LANGUAGE EXCELLENCE

Minutes of YHALE Governing Board Meeting on October 6, 2022

A meeting of the Governing Board (the “Board”) of Yi Hwang Academy (the “School”) was held on October 6, 2022, at 6:30pm at 1441 Dunwoody Village Parkway, Suite 100, Atlanta, GA 30338. The meeting began at approximately 6:31pm.

I. Attendance of Board Members

The following members of the Board were physically present: Liza Park

The following members of the Board were present via Zoom: Marissa Le, Tamecha Buck, Emile Hanam, and Ji Ma

II. Welcome any members of public, announcements & take 1st public comments

Susan George

Ami Hastings

Dr. Je Yeong Yu

Candy Yu

Amanda Maziarz

Ella

K.Goins

Stella Lee

Christina Ketmayura

No public comments at this time

III. Approval of any previous meeting, special meeting and/or emergency meeting minutes

Will table the approval of the September 1st monthly minutes until next month – need to make some adjustments

Motion to approve previous meeting minutes for September 22, 2022, made by Marissa Le

Emile Hanam seconded the Motion

No objections to approve the Motion

All in favor, seeing no opposition, Motion approved by unanimous vote.

IV. School Policy & Operations

A. Principal report – Classroom & Spacing

a. SCSC Monitoring Completed

b. Moon Festival/Mid-Autumn/Chuseok Observed and Performance

c. Title Programs (Title I, Title II, Title IV, IDEA)

d. Lunch & Zoom, Singapore Math, Gifted Meetings

e. Digital Learning Day

f. CPR and Assessments/Grading

g. Completed MAP Testing (Students who tested 90% or better on their MAP will move onto CogAT)

h. Staff Survey

i. Report Cards sent home today

Federal Audit this year (randomly selected)

Infinite Campus is very in-depth- technological people to input and upkeep, education for the content of what is being put into the program

- B. Reporting to the SCSC or GaDOE – Middle School Amendment – move application process? Jan 1? Not moving the application date up. Not enough time
Board members training in Feb & April 2023- Board members need to register
- C. Covid/ Pandemic Plan – Update Covid & Infectious diseases policies handbook – need to committee this out or review during a workshop – Liza will ask board members to collaborate and vote on it next month
- D. General Policies: Adopt Governing Board Code of Ethics

Motion to adopt the model Governing Board Code of Ethics for YHALE, made by Marissa Le Ji Ma and Emile Hanam seconded the Motion

No objections to approve the Motion

All in favor, seeing no opposition, Motion approved by unanimous vote.

- E. Financial & Health – Susan – Finance update – last month of CSP Grant; Facilities Grant for FY23
 - a. Candy Yu
 - i. Financials are on their way. Sept. and Oct. are audit months. Need to submit to SCSC. Already submitted to GaDOE
 - ii. Overbudget by \$82k, we received more than what we projected in the initial budget
 - iii. Certified teachers get funding, end of Oct, Nov, Dec adjustments – variances
 - iv. July – Aug 671k, over by 23k- due to beginning of school year so there are more expenses at the beginning of the first quarter.
 - v. 60k surplus- doing better what we initially projected up to this point
 - vi. Full report will be provided
 - vii. Nov/Dec budget will be amended – bring to Board in Jan
 - viii. Facility Grant received
 - b. Susan George
 - i. Additional mulch to playground
 - ii. Additional PC equipment purchased
 - iii. Received \$1500 check from NY Life (Jennifer Yu) – this is helping to offset cost of water coolers
 - iv. More office furniture, equipment and electronics have come in
 - v. Have been in discussion with Candy at Avolon about status of the CSP grant
 - vi. 6 additional cameras have been installed and 4 security mirrors have been installed
 - vii. Additional screens have come in
 - viii. Cameras have been purchased so staff can take better quality pictures
 - ix. Enrichment classes and aftercare program have been going well

V. School Committees, Support Organizations

- A. PTO – Annual Fund Campaign, Playground transfer, Book Fair, Teacher Appreciation Breakfast, Spirit Day, PTO Newsletter for October
- a. Ami Hastings
 - i. \$40k fundraised
 - ii. \$10k-\$12k to move the playground quote, requirement is to purchase additional equipment from the company
 - iii. Next week is Book Fair – volunteer list is filled
 - iv. Teacher Appreciation Breakfast
 - v. Spirit Day – Musubi and Ice Cream 10/16
 - vi. PTO Newsletter to be sent out soon

B. Committee Reports:

Facility – Liza & Emilie – SUP public hearing by Plan Comm: 11/7/2022; 120 rent space
Liza will discuss with Melody (attorney we hired) to see what they recommend
Petition of Support vs. Show of Support
Request for 120 rent space still outstanding

Marketing & Enrollment –

Trunk or Treat? – 1st year Trunk or Treat was done during school hours and parents volunteered for the event to bring a vehicle to decorate. Last year, there was confusion between Church event we were invited to attend vs. our event and Parent’s Night Out planned.

Do we want to do the Church’s Trunk or Treat?

Do we want to do our own Trunk or Treat?

Everyone emails Liza their suggestions

Melissa – Enrollment/Count Day update -302 students at this time

Olivia - Website/social media

Ji – Marketing

- Need to collect data – Olivia and Melissa designed survey regarding retention rate
- Prepare presentation for upcoming open houses
- Lunar New Year preparation meeting next week 10/13 at 6:30pm
- Middle School Planning Committee meeting 10/12 at 6:30pm

Academic & Student Programs – Liza – Language screening for admission; Advanced Language Options; Student ambassadors; Student houses/teams – committee meeting 10/20 (every 3rd Thursday)

When to start the screening?

All other DLI program/schools have a screening process

Motion to adopt the STAMP Assessment for YHALE language screening process for second grade and above starting November 14, 2022, made by Ji Ma

Marissa Le seconded the Motion

No objections to approve the Motion

All in favor, seeing no opposition, Motion approved by unanimous vote.

Student Ambassadors “helpers” around the school (4th and 5th graders) to build leadership – get forms out this month to start training in November and Houses can be arranged in December or January

Finance – Melanie – Operating Budget won’t allow for rent space

Count number is 302, we are 2 students off on what we projected initially

Fundraising/special events – Marissa/Tamecha – Lunar New Year 2023

First Committee meeting on 10/13 at 6:30 via Zoom

Lunch/ 3rd Party Vendors – Tamecha

Parents concerns regarding ordering and food – Tamecha had a meeting with the lunch company

SNS will cover the cost of 20 free and reduced lunches, will provide a warmer for the school to help keep the meals warm, providing emergency food kit (ready to eat), food quality seems to be better

SNS seems to be going through growing pains and Susan asked for better communication

VI. Old Business

Visitation from Chen-Lin Educational Foundation

VII. New Business

VIII. 2nd Public Comment Section

None

IX. Executive Session – necessary

Motion to enter Executive Session and pause the open meeting at 9:10pm made by Marissa Le Emile Hanam seconded the Motion

No objections to approve the Motion

All in favor, seeing no opposition, Motion approved by unanimous vote.

Kindergarten student recommended for expulsion

Motion to end Executive Session and un-pause the open meeting at 9:28pm made by Marissa Le Ji Ma seconded the Motion

No objections to approve the Motion

All in favor, seeing no opposition, Motion approved by unanimous vote.

Motion to conduct a hearing with a hearing officer (Heather Robinson) within the next two weeks for the incident with student AB and a recommendation to the Board within a week of her hearing made by Marissa Le

Ji Ma seconded the Motion

No objections to approve the Motion

All in favor, seeing no opposition, Motion approved by unanimous vote.

X. Adjournment 9:29pm