

MEETING MINUTES

Board: YHALE Governing Board
Board Meeting: Monthly Meeting

The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief summary of the events of the meeting.

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
4/17/25	6:40pm	8:48pm	5/1/25	6:30pm	Lyn Carden
Meeting Location:					
Virtual					

Attended by:	
Liza Park Emile Hanam Tamecha Buck	Anthony Chung Susan Williams Suchada Thepchatri Katherine Szeto Tomiko Park Susan George Ji Ma Yash Ankit
Highlights:	

CALL TO ORDER –6:40pm

I. Administrative Functions

- Approval of Minutes from March 6, 2025– Ms. Hanam made a motion to accept the meeting minutes as presented, Ms. Buck 2nd, unanimous.

II. Financial Reports

- Monthly Financial Reports as of January 30, 2025 – Presented last month and tabled for a vote
- Monthly Financial Reports as of February 28, 2025 – Mr. Ankit presented
 - Presented year to date revenue budget vs. actuals
 - Presented year to date expenses budget vs. actuals
 - Cash on hand
 - Anticipated cash on hand
 - Reviewed month revenue as of February 28, 2025
 - Reviewed monthly expenses as of February 28, 2025
 - He presented a budget variance comparative
 - He presented ratios
 - Ms. Hanam made a motion to accept the January and February financial reports as a packet, Ms. Buck 2nd, unanimous.
- FY26 Proposed Budget – Mr. Ankit presented
 - Presented anticipated revenue
 - Presented anticipate total expenses
 - The board discussed the difference in costs of curriculum
 - Ms. L Parks discussed the budgeted enrollment number

- The board discussed dues & subscriptions costs
- They discussed the security grant.
- They discussed a staffing and coding
- They discussed the TRS
- They discussed purchased food expenses and the national school lunch program
- The board discussed the cost of FF&E for the expansion and the CSP grant
- They discussed Title One expenses
- Public Comment – there was no public comment
 - Ms. L Park noted that the next budget hearing with anticipated approval is May 1st.

III. Approval Agenda

- YHALE Phase I Construction Change Order
 - i. Ms. Hanam reviewed the change order request
 - ii. The board discussed the costs
 - iii. Ms. Hanam made a motion to approve the \$16,751.40 cost for the permit, Ms. Buck 2nd, unanimous.
- YHALE Phase II budget
 - i. The board reviewed the proposed budget for phase II
 - ii. Ms. L Park noted that the contract wouldn't be signed until June, however, to ensure the process went smoothly the construction team recommended approval of the budget.
 - iii. Ms. Hanam made a motion to approve the phase II budget, Mr. Buck seconded.
 - iv. Ms. L. Park opened the floor for discussion
 - v. The board discussed the costs of the budget and comparison to the phase I budget.
 - vi. Ms. Hanam reported that Mr. Deas was in negotiations with suppliers to hold costs to the pricing provided in phase I despite current economic concerns.
 - vii. Ms. L Park reviewed the expansion phasing.
 - viii. Ms. L. Park called into question; it was unanimously approved.
- Revised Bylaws – Tabled
- YHALE Team Athletic Manual –
- YHALE Teams & Clubs Manual
 - i. Ms. L Park discussed the need for the manuals
 - ii. Ms. Carden reviewed the manuals
 - iii. Ms. L Park pointed out that these are living documents and as the program moves forward will need revisions but they were a starting point.
 - iv. The board discussed insurance requirements
 - v. Ms. Hanam made a motion to adopt the manuals as a packet, Ms. Buck 2nd. Tamecha
 - vi. Ms. L Park opened the floor for discussion.
 - vii. They discussed soccer league opportunities
 - viii. The discussed the amendment process.
 - ix. Ms. L Park called the questions, unanimously approved.

IV. Public Comment – No public comment

V. School Related Reports

- Updates from the Principal – Mr. Chung presented
 - Mr. Chung introduced Susan Williams and asked her for a report
 - HR Update – Ms. Williams presented
 - She reviewed innovations the HR department had created during the FY25 school year.
 - She reviewed the attendance management enhancements provided to the school that had been successful
 - She discussed improved recruitment strategies

- She provided benefits & compensation updates
- Reviewed contracted days and work schedules
- She discussed leadership development plans
- Mr. Chung thanked Ms. Williams for her great work over the past school year and looked forward to next year.
- Mr. Chung presented the Principal Report
 - He noted goals for the upcoming years
 - He reported on GA SB351
 - He provided a report on BTO & FESR data
- FTE Count Report
 - He presented an enrollment report and the FTE report
- Lottery Results
 - He presented a lottery update
- Mr. Chung provided an update on the Motorola Rave Mobile installation
- He presented the perfect attendance report
- Ms. L. Park thanked Ms. Williams for the great works in HR and Mr. Chung for the FTE and lottery update
- The board discussed the waitlist

VI. Committee Updates

- Ms. L. Park noted that the school was nearing the end of the school year, next week is Milestones
- She reminded attendees that the board is looking for FY26 committee members
- Academic Committee report – Ms. L Park presented
 - i. She reported that Spring break has through scheduling off a little and that the committee meets next week
 - ii. She told the board that the Early Literacy Committee would be presenting their findings and recommendations for curriculum
 - iii. She discussed the curriculum requirement changes
 - iv. She reported on the 6th grade field trip
- Operations/Facility Committee report – Ms. Hanam reported
 - i. She reported that Mr. Deas attending the meeting and provided updates regarding the construction project
 - ii. The board discussed the flooring.
 1. The committee is recommending LVP flooring
 - iii. They discussed current vendors
 - iv. They discussed the website audit
 - v. They discussed the playground plan
- PTO – Ms. Szeto presented
 - i. She provided and update on recent activity.
 - ii. She reported on the Moes taco dinner kit for parents
 - iii. She reported on the upcoming Book fair
 1. They are offering buy one get one
 2. She discussed target language books
 - iv. She reported on the teacher appreciation week pot luck brunch and discussed staff appreciation gifts.
 - v. The board discussed logistics of the Moes event.
 - vi. Mr. Chung thanked Ms. Szeto and her organization for their work during the school year.
 - vii. Ms. L Park concurred.
 - viii. Ms. Szeto noted that organization was still seeking co-president

VII. Old Business

- Marketing Plan - tabled

- School lunch provider – The board agreed that they would like to move forward with a school lunch provider RFP and asked Ms. Carden to create one and begin the process.

VIII. New Business

- **Milestones** – Ms. L. Park noted that Milestones were next week and thanked the school team for their work to help the student prepare, including Saturday school.
- Ms. Hanam reported on a meeting with Sommerset and noted that the construction team would be pouring concrete next week. The board discussed the importance of limited interruption during the Milestone testing.

IX. Next Meeting Date – May 1, 2025 at 6:30pm

ADJOURNMENT Ms. L. Park adjourned the meeting at 8:48pm