

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:
5/1/25	6:35pm	9:20pm	6/12/25	6:30pm	Lyn Carden
Meeting Location:					
Virtual					

Attended by:	
Liza Park Emile Hanam Tamecha Buck	Anthony Chung Ankit Jain Cara Gallardo Quinta Capers Katherine Szeto
Highlights:	

CALL TO ORDER 6:35pm

I. Administrative Functions

- Ms. L. Park reminded that board that, as was announced in January that Lya Clay resigned from the board but would remain for 3 additional months, her term is complete. The board need to identify additional members as quickly as possible. Ms. L Park thanked Ms. Clay for her service to the school.
- Approval of Minutes – Ms. L Park reminded the board of the lateness of last month’s meetings and how quickly they were meeting again as a result. Ms. Hanam made a motion to adopt the minutes as presented, Ms. Buck 2nd, unanimous.

II. Public Comment – No public comment

III. School Related Reports

- Ms. L. Park notified the board that she was contacted by the school leadership earlier in the day requesting that the report from the Early Literacy Committee be moved to earlier in the agenda, as a member of the committee had a conflict later.
 - Mr. Capers presented.
 - He reviewed the decision-making timeline and reviewed the curriculums they considered.
 - He reported there were two 2 finalists and reviewed the pros and cons of both.
 - He discussed teacher feedback.
 - He presented the costs of each.
 - Ms. Gallardo discussed the options of a multi-year contract.

- vii. She talked about the recent GaDOE requirement of a screener.
- viii. She reviewed Amira and Waggle offerings.
- ix. The board discussed terms and payment options.
- x. Ms. Gallardo reported that the committee is recommending HMH for curriculum, AMIRA for universal screener, UFLI for students who need non-computer based interventions. Additionally, the committee recommended the SOR consultant that was used for the planning and identifying for PD.
- xi. She told the board that the committee would continue to support and ensure this curriculum is implemented with fidelity.
- xii. The board discussed the length of the commitment and the committee's recommendation of at least 3 years. They discussed approving the 3 years, and then if they really like the curriculum they could extend.
- xiii. Ms. Gallardo noted her excitement about the curriculum.
- xiv. Ms. Hanam made a motion to adopt the recommendations of the early literacy committee regarding the purchase of curriculum for a period of 3 years, Ms. Buck 2nd. Ms. L. Park asked for additional discussion, there was none, Ms. L. Park called the question, unanimous.
- xv. Ms. L. Park thanked the early literacy committee and their work. She noted this wasn't the end of the committee, they will not start working on implementation.
- Updates from the Principal – Mr. Chung presented -
 - Recognition of Saturday School Staff – He thanked the staff who supported the kids in preparation for the Ga Milestones.
 - He reported 20-40 students participated.
 - He reviewed the staff that participated in Saturday School.
 - Ms. L. Park thanked the Saturday school staff on behalf of the board.
 - Presented the proposed organization chart
 - He discussed potential changes
 - He discussed new staffing
 - He reviewed the structure.
 - Ms. L. Park reported on the SCSC training that took place in Athens – the school was mentioned as a top performer.
 - Ms. L. Park reported on her attendance at the SCSC meeting with members of the student and stakeholder population. She told the board the school was invited because they are the top performer in the SCSC portfolio for CCRPI with a 98%. She noted that she felt Saturday school had a lot to do with that.

IV. Financial Reports

- Ms. L. Park told the board there was an issue with the budget hearing and they would not be reviewing the proposed FY26 budget, but that they would be conducting a called meeting to do so prior to June 30.
- Monthly Financial Reports as of March 31, 2025
 - Mr. Jain presented
 - Presented incoming and expenses
 - Discussed surplus for the year.
 - He noted that the school was in a budget deficit for the month due to the unbudgeted payment of the renovation.
 - Reviewed DCOH, Projected DCOH
 - Reviewed budget variances
 - Presented assets and liabilities
 - Looked at ratio
 - Reviewed efficiency margin
 - Reviewed debt to asset ratio
 - Ms. Hanam made a motion to accept the budget as presented, Ms. Buck 2nd, unanimous.
- Presentation of the Proposed 2025-2026 budget - Tabled

V. Committee Updates

- Academic Committee report – Ms. L. Park presented
 - i. She told the board that most of what the academic committee meeting was centered around was presented earlier in the meeting from the Early literacy committee recommendation
 - ii. They discussed the Milestones
 1. She reported there were technical issue and as a result the school had to move the last 2 days of testing last week to earlier this week.
 2. They discussed middle school planning and the possibility of an orchestra
 - a. The school has sent out a stakeholder interest survey.
 - iii. They discussed target language assessments
 - iv. They discussed 5th grade graduation
- Operations/Facility Committee report – Ms. Hanam presented
 - i. She noted that due to the shortness of the month, they haven't met since the last meeting.
 - ii. However, the construction team met earlier in the week. She provided a construction team update.
 - iii. She reported on the selection of the flooring for the expansion.
- PTO – Ms. Szeto presented
 - i. The bookfair started this week, they will move to a new building next week.
 - ii. They just finished their fund raiser and reported on its success
 - iii. She reported on the teacher appreciation brunch.
 - iv. She reported on the end of the year gifts for staffs.
 - v. She notified the board that the PTO had identified its 2nd co president.
 1. In the coming weeks they will meet and onboard the new copresidents
 2. She reported on committees
 - vi. The board discussed moving Children's Day due to inclement weather
 - vii. Ms. L. Park thanked Ms. Szeto and Sharon Chung for the marvelous job they had done to head of PTO for 2 years.
 - viii. Ms. Szeto pointed out that they were lucky to have great members

VI. Old Business

- Marketing Plan – Cancelled
 - i. Mr. Chung requested it be moved to June due to the departure of the schools marketing director.
 - ii. Mr. Chung noted the yearbooks had come out earlier in this week
- School lunch RFP update – Ms. Carden reported
 - i. She reviewed the time line
 - ii. Discussed necessary considerations
 - iii. The board requested changes
 - iv. The board discussed the necessity to have this due to the uncertainty of their current vendor.
 - v. Ms. Hanam made a motion to adopt the school lunch RFP pending requested changed, Ms. Buck 2nd, unanimous

VII. New Business

- Introduction of Board Member Candidates –
 - i. Ms. L. Park pointed out with the departure of Ms. Clay the board is smaller than it should be to get the work they need to do done.
 1. The board discussed the 3 candidates being presented.
 2. Ms. L. Park requested that the board reach out to the candidates in preparation for a vote at the next meeting.
 3. They discussed skill sets needed for the board and the skill sets of the candidates.

4. Ms. L. Park reviewed the usual process for identifying board members through committee and the fact that they were looking for committee members for next year.
- Approved auditor program –
 - i. Ms. Carden discussed the SCSC approved auditor program.
 - ii. Ms. L. Park noted that they school had been using Bambo Sonaïke for previous audits. She reported that Ms. Yu had request the school continue with him.
 - iii. Ms. Hanam, made a motion to authorize Mr. Sonaïke as the FY25 auditor, Ms. Buck 2nd, unanimous.

VIII. Executive Session – To discuss personnel (OCGA 50-14- 3(b)(2)) –Motion to exit the open meeting and enter into executive session to discuss personnel made by Ms. Hanam, 2nd by Ms. Buck, unanimous at 8:13pm.

IX. Required Actions following Executive Session

- Ms. Hanam made a motion to exit executive session where they discussed personnel and enter into the open session, Ms. Buck 2nd, unanimous at 9:09pm.
- Motion to approve the continuation of Mr. Chung’s 2nd year contract made by Ms. Hanam, 2nd, by Ms. Buck, unanimous.
- The board tabled Ms. George’s contract to allow the HR Director time to finalize her job description.

X. Closing Discussion

- Ms. L. Park reported on discussed a purchasing proposal from Sommerset
- They discussed the new potential board members
- They discussed onboarding of new members
- Ms. Buck notified the board that she had a conflict the scheduled meeting date for the next board meeting. The board agreed to move it to June 12, 2025 at 6:30pm

XI. Next Meeting Date – June 12, 2025 at 6:30pm

ADJOURNMENT – Ms. Buck made a motion to adjourn, Ms. Hanam 2nd, unanimous at 9:20pm