

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:
03/05/26	6:32pm	9:20pm	04/02/26	6:30pm	Lyn Carden
Meeting Location:					
Virtual					

Attended by:	
Liza Park Emile Hanam Domingo Bugg Eddie Kali Tamecha Buck Fadzai Konteh	Anthony Chung Yahs Ankit Ji Ma Cynthia Bancroft Lyn Carden
Highlights:	

CALL TO ORDER - 6:32pm

I. Administrative Functions

- Ms. L. Park requested the board amend the agenda to add an executive session to discuss personnel as the last item on the agenda. Mr. Kali made a motion to accept the agenda as amended, Ms. Konteh 2nd, unanimous.
- Approval of Minutes – Ms. Konteh made a motion to accept the February 19, 2026 meeting minutes as presented, Ms. Hanam 2nd, unanimous.

II. Public Comment – no public comment

III. School Related Reports

- Updates from the Principal – Mr. Chung presented
 - GMAS Prep Update – He reported on milestone preparation – Saturday School. He told the board that the leadership team was targeting a 100% participation rate, and that all staff had completed the required test examiner training.
 - Ops and School safety – He recommended the strategic enrollment expansion proposal, increasing kindergarten from 20 to 22 students.
 - He discussed security upgrades and the fire marshal inspection, the school is 100% in compliance.
 - He provided a staffing update including new hires and reviewed open positions.
 - Lottery Update – He reviewed lottery registrations for FY27 and the intent to return report.

- FTE & CPI Update – complete with 0 errors.
- The board discussed new staffing positions for next year & middle school class sizes.
- Lunar New Year Exit – Ms. Ma presented
 - She showed a comparative 2025 to 2026, she reported while they didn't have an exact head count, she felt like there was a larger attendance in 2026.
 - She noted concern due to the lowering number of volunteers each year.
 - She reviewed sponsors/vendors, revenue, and costs of the event.
 - She presented the satisfaction survey and identified areas of opportunity for next year, while pointing out a higher satisfaction rate.
 - She proposed additional marketing for next year.
 - The board discussed ways to do a head count next year and the importance of volunteer coordination.
 - Ms. L Park thanked Ms. Ma for her work in coordinating the event.

IV. Financial Reports

- Monthly Financial Reports as of January 31, 2026 - Mr. Ankit presented
 - Reviewed expenses year to date, income variance, expense variance, the surplus, the balance sheet, assets, accounts payable, liabilities and cash on hand.
 - He presented days cash on hand and projected days cash on hand.
 - The board discussed days cash on hand ratio, and the concerns around cash flow.
 - Mr. Ankit reported on a grant drawdown issue in the portal that had been resolved.
 - The board discussed the ratios, the budget variance and cash flow.
 - They discussed the cost of school nutrition variances & QBE funding.
 - Mr. Kali reported on internal controls of expenditures.
 - Ms. L Park discussed the budget variance due to incorrect reporting in May.
 - Mr. Kali made a motion to accept the January 2026 financials as presented, Ms. Konteh 2nd, unanimous.
- Proposed Amended FY26 budget – Mr. Ankit presented
 - He presented the budget comparison.
 - He reviewed the projected income changes and project expenses changes.
 - He reviewed the large budget variances that were revised.
 - Ms. L Park called for Public Comment - none
 - Ms. Konteh made a motion to adopt for amended FY26 budget as presented, Mr. Kali 2nd, unanimous.
- Finance Committee Report – Mr. Kali presented
 - He reported the majority of the committee meeting was focused on 2 items, the cash flow issue discussed in the board meeting and the FY26 budget amendment just approved.
 - The committee also received a bond update.

V. Committee Updates

- Academic Committee report – Ms. L. Park presented
 - i. The committee discussed middle school planning. They reviewed the extracurricular participation rate. They discussed academic requirements for the upcoming 8th grade including high school math. They discussed a proposal to update target language curriculum, and a report regarding winter assessments. They identified a new member for the accreditation committee and next steps for accreditation.
- Operations/Facility Committee report – Ms. Hanam presented
 - i. The committee discussed an issue with the blinds in the old building and that the land lord was willing to split the costs of require replacement with the school. They received a report regarding the website restructure and web designer. They discussed school nutrition, and the board discussed options. The committee received reports on the alarm system, the lunar new year report that the board

received and the artificial turf, which is complete. The committee discussed options for better quality wall covering.

- PTO – Ms. Bancroft presented
 - i. She noted that February and March are very busy for the PTO. In February they supported the lunar festival, ILD day they fed the teachers, they are providing lunch for teachers during Saturday school, and she reported on the success of Penny Wars.
 - ii. In March the spring dance is coming, she reported on ticket sales; in person PTO meeting is upcoming; they will sponsor the in-school science field trip; and provide lunch for teachers during another ILD day.
 - iii. The board discussed penny wars.
 - iv. Ms. Bancroft noted that the PTO had added a few new members.

VI. Old Business

- Kindergarten class size –
 - i. Mr. Chung was having technical issues so Ms. Carden reviewed Mr. Chung’s report including the rational.
 - ii. Ms. L. Park provided the rational for the current class size cap.
 - iii. They discussed the financial impact of the expansion and the plan for language tracks.
 - iv. They discussed long term classroom expansion plans & the maximum allowed students in classrooms.
 - v. Ms. Hanam made a motion to approve the increase from 20 to 22 students per class in kindergarten, Ms. Kali 2nd, unanimous.
- Lease of 4400 Building – Ms. Carden presented
 - i. She reported on the most recent negotiations, next steps and a timeline.
- Property Purchase Update – Ms. Carden presented
 - i. She reported on the purchase agreement and provided a timeline. The board discussed the survey.

VII. New Business

- Monitoring results – Ms. Carden presented
 - i. She provided a monitoring report and reviewed findings and adverse practices. She presented the proposed cap and reviewed the items that would need to be corrected.
- Federal Programs Handbook – Ms. Carden presented on behalf of the federal programs director who could not attend. She reported that Ms. Thepchatri was preparing for cross functional monitoring and was recommending changes to the handbook based upon new requirements. Ms. Konteh made a motion to accept the Federal Programs Handbook as amended, Mr. Kali 2nd, unanimous.
 - i. Financial Policy – Ms. Carden presented on behalf of the CFO who could not attend. She reported the handbook had updated title changes and well as requirements that were outlined in the findings of the authorizer monitoring. Ms. Konteh made a motion to accept the Financial Policy Manual as amended, Mr. Bugg 2nd, unanimous.
- Student Family Handbook – Ms. Carden presented on behalf of the Director of Human Resources who authored the handbook
 - i. She reviewed the SCSC findings that required the amendment. Mr. Bugg made a motion to adopt the revised Student handbook as amended, Mr. Kali 2nd, unanimous.
- Employee Handbook- Ms. Carden presented on behalf of the Director of Human Resources who authored the handbook.
- She reviewed the SCSC findings that required the amendment.
 - i. Mr. Kali made a motion to adopt the employee handbook as amended, Mr. Bugg 2nd, unanimous.
- Audit Corrective Action Plan -- Ms. Carden presented on behalf of the CFO who could not attend. She reminded the board of the discussion during the FY24 audit report and

explained the authorizer was requiring schools to provide an approved corrective action plan for audit findings. She reviewed the CAP that had been successfully implemented, reminding the board that there was no finding in the FY25 audit and the auditors notes had outlined the successful CAP.

- i. Mr. Bugg made a motion to accept the CAP that had already been successfully implemented, Mr. Kali 2nd, unanimous.
- CSP - Resolution to Accept Subaward Agreement - Ms. Carden presented on behalf of the federal programs director who could not attend.
 - i. She reviewed the resolution and reported that Ms. Thepchatri requested the addition of the schools CFO, Candy Yu, be added as an authorized signer. Mr. Kali made a motion to adopt the resolution to accept subaward grant and add Candy Yu to the Resolution to Accept Subaward Agreement, Mr. Bugg 2nd, unanimous.
- Branding: Mission, Vision, Core Values
 - i. Tabled until April board meeting
- The board requested that the executive session be tabled until the April board meeting.

VIII. Next Meeting Date – April 2, 2026 at 6:30pm

ADJOURNMENT – Mr. Konteh made a motion to adjourn, Mr. Kali 2nd, unanimous at 9:20pm.