

YI HWANG ACADEMY OF LANGUAGE EXCELLENCE

Minutes of YHALE Governing Board Meeting on September 9, 2021

A meeting of the Governing Board (the “Board”) of Yi Hwang Academy (the “School”) was held on October 7, 2021 at 6:30pm at 1441 Dunwoody Village Parkway, Suite 100, Atlanta, GA 30338. The meeting began at approximately 6:38pm.

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, Emile Hanam, Ji Ma, and Melanie Avila

II. Welcome any members of public in attendance & take public comments

Dr. Yu
Xiaoxia Qui
Jasenka Basic
Amanda Maziarz
Ami Hastings
Jiao

III. Approval of previous meeting minutes

Motion to approve the meeting minutes for September 9, 2021 and Special Called Meeting September 29, 2021 made by Marissa Le
Ji Ma seconded the Motion
No objections to approve minutes of September 9, 2021 and September 29, 2021
All in favor, seeing no opposition, meeting minutes approved by unanimous vote.

IV. School Policy & Operations

A. Principal report – YHALE Events and Activities

- a. Mobile Library, Curriculum Night, Progress Reports, Moon Festival/Korean Thanksgiving, Book Fair, Donations from ASLA, Classroom visitations, Grade Level Zoom Meetings (September)
- b. Report Cards, MAP Testing, Picture Day, Trunk or Treat, Teacher Evaluation Training, F&P Training, Digital Day/Parent Teacher Conferences, Michelle Au visiting (October)

B. Reporting to the SCSC or GaDOE – SCSC documents due Sept 13; CSP Grant visit happened on Sept 22; SCSC school visit did not happen on Sept 30 – it has been postponed to Nov 15 due to Covid Quarantine that came about on Sept 30

C. Reporting – CPI is due next; Data Collections in October- Heather

D. Board members training for 2021-2022:

Wednesday, November 10 @ Callaway Gardens Hotel & Resort

Wednesday, February 9 @UGA Center for continuing Education & Hotel
Wednesday, April 13 @ Loudermilk Conference Center

- E. Covid/ Pandemic Plan – review policies & procedures; Home testing questions
 - a. Two kinds of home testing kits- one is similar to a home-pregnancy test; but they are unreliable as they are not individualized with personal information. The other is a home test that one sends out to a laboratory- that one has a report and is personalized with information, which is something to turn into the school. The paper result is more acceptable for the school.

Motion to approve the home test kits that require lab testing results such that a written result is produced and turned into the school is accepted by the school made by Marissa Le

Melanie Avila seconded the Motion

No objections to approve home test kits that require lab testing with written results for COVID-19 purposes

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

- F. Grants – CSP Deadline extended to Aug. 2022 – funds used toward playground
- G. Free & Reduced Lunch – Applicant & Qualified numbers; National School Lunch Program
- H. Gifted Program Policies – Update & Adopt
 - a. Will need to review amendments and discuss to adopt or revise policies- Liza will distribute to Board members and Board will review within the next week (10/14/2021)
 - i. Assessment guidelines
 - ii. State Transferability
 - iii. Review State guideline and fill in the holes

V. School Committees, Support Organizations

A. Special Programs Report – next month

B. Committee Reports:

Facility – Emilie – Mtg with owners & property management

Property management did not show for today’s meeting- they want to change out carpool layout

Marketing – Ji – plans to go to festivals? Community Fall Festival on Oct 23

Ji Ma, Marissa, and Kevin will meet to discuss

“hook” for postcards/door hangers to hang out

Curriculum – Liza – 1st Mtg to be in Oct.; Progress Report Responses

Difficulty levels and differentiation models within grades

Committee report in November

Finance – Melanie – Audit done; Need to do CAP – go to bank

1st Audit is done

Fundraising/special events – Marissa – Lunar New Year options
Utilize gray room and hallways for kids’ stations
Board goals to utilize Lunar New Year event as enrollment/marketing event for YHALE
Food Fest to bring in adults/parents

- C. PTO comments, remarks, report or presentation – upcoming events
 - a. Book Fair- met goal of \$3,000.00 sales. Cash out \$800 for teacher appreciation/children’s day
 - b. Annual Fund goal \$60,000.00. Matching up to \$20,000.00. \$35,000.00 to-date. Playground
 - c. Class pictures option- leaning towards Springtime instead
 - d. PTO secretary had to leave- Mandarin family representation- keep an eye out for nomination
 - e. Amazon Smile YHALE set up
 - f. Grandparents Day in November

VI. Marketing & Enrollment

- A. Enrollment for 2021-2022 – rolling admissions still
- B. Considering Lotterease for 2022-2023

VII. Old Business

- A. New Building – Security, larger classrooms, Renovation planning
 - a. Emile and Liza to meet re renovation planning for larger classrooms refiguration
 - b. Security and Cameras set up
 - c. Kitchen is not in the plans- most areas are utilized for classrooms; can discuss and plan, but as of right now, there are no plans for a kitchen

VIII. New Business – Resolution to Dedicate Playground to Chase Fernandez

Motion to make a resolution to dedicate the playground to Chase Fernandez and name the playground in his honor made by Marissa Le

Ji Ma seconded the Motion

No objections to make a resolution to dedicate the playground to Chase Fernandez and name the playground in his honor

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

IX. Executive Session

Motion to move into executive session regarding personnel made by Ji Ma

Melanie Avila seconded the Motion

No objections move into executive session

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

Executive Session started 9:12pm

Executive Session adjourned 10:06pm

X. Adjournment 10:06pm