



# Yu Ming Charter School

## Minutes

### Board of Directors Regular Meeting

---

#### Date and Time

Thursday December 12, 2019 at 6:00 PM

#### Location

Yu Ming Charter School, 675 41st Street, Oakland, CA 94609

---

**Call-in Number: 712-432-1500, Access Code: 708221#**

#### THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

#### REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

Members of the public are welcome to speak on any agenda or non-agenda items so long as the matter pertains to the domain and jurisdiction of the school board. Public testimony on non-agenda items will be heard at the opening of the meeting. Public testimony on agenda items will take place as each item is presented. The Board's presiding officer reserves the right to impose reasonable time limits on public testimony.

#### REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting Yu Ming Charter School during normal business hours at 1086 Alcatraz Ave, Oakland, CA 94608; telephone (510) 452-2063 as far in advance as possible, but no later than 24 hours before the meeting.

#### FOR MORE INFORMATION

---

For more information concerning this agenda or for materials relating to this meeting, please contact: Yu Ming Charter School at 1086 Alcatraz Ave, Oakland, CA 94608; telephone (510) 452-2063

---

**Directors Present**

A. Mumby, J. Lee, J. Mikuta, J. Norman, L. Hwang, R. Lee

**Directors Absent**

B. Swartz, E. Warsh, R. Lewis, S. Nijhawan

**Guests Present**

C. Liu, M. Andrejko, S. Park

---

**I. Opening Items**

**A. Call the Meeting to Order**

J. Mikuta called a meeting of the board of directors of Yu Ming Charter School to order on Thursday Dec 12, 2019 at 6:15 PM.

**B. Record Attendance and Guests**

**C. Approve Agenda**

J. Mikuta made a motion to move Sept and Oct check registers under the Finance update, as well as items A and C from the Strategic Plan update to the Head of School update.

J. Lee seconded the motion.

The board **VOTED** unanimously to approve the motion.

**II. Invitation to the Public to Address the Board**

**A. Public Comments**

There were no public comments.

**III. Consent Agenda**

**A. Approve October Board Meeting Minutes**

J. Mikuta made a motion to approve the Consent Agenda with the changes described under the agenda approval item.

J. Lee seconded the motion.

The board **VOTED** unanimously to approve the motion.

**B.**

## **2020-2021 School Calendar**

### **C. Committee Descriptions, Goals, and Membership for 2019-2020**

### **D. Committee Meeting Schedules for 2019-2020**

## **IV. Finance**

### **A. October 2019 Financial Report**

J. Norman presented the financial report.

### **B. 1st Interim Financial Report**

This is the July thru October report, submitted to the County (requirement for all charter schools). The report is financially strong. There were no questions about the report.

L. Hwang made a motion to to approve the first interim financial report.

J. Lee seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **C. Approve October and November Check Registers**

J. Mikuta made a motion to approve the September and October check registers.

J. Lee seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **V. Head of School Update**

### **A. Head of School Update**

S. Park talked about the ACOE vote on the Yu Ming charter material revision. Three Yu Ming Board members were present at the ACOE Board meeting. A lot of Yu Ming families attended. 18 family members made public comments.

YM Board members asked about the concerns raised by the ACOE board and timing for next steps.

### **B. Review of Draft Strategic Plan Summary**

The Board reviewed the Strategic plan implementation quarterly update summary.

S. Park asked the Board what level of detail they would like to see for the quarterly updates. The Board likes seeing what happens in between Board meetings in order to have visibility on Board committee work. It was suggested to include or flag items that were not completed, or that were challenging. This could be included in the "Feedback from the Board" section.

### **C. Implementation Plan for 2019-20**

S. Park went over the Strategic Plan quarterly update.

## **VI. Strategic Plan Update**

### **A. Review Updated Organization and Language of Strategic Priorities**

C. Liu went over the suggested language changes for the Strategic Priorities (SP) to better reflect the school's goals.

The suggestion is to remove the original SP1, and split SP2 into two SP (increasing diversity / strengthening the model).

J. Norman made a motion to approve the revised language for Strategic Priorities.

L. Hwang seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **B. Next Steps**

C. Liu went over next steps for the strategic plan.

## **VII. Governance**

### **A. Introduction of Board Member Candidate J. Schorr**

The Board agreed to postpone this vote.

## **VIII. Education**

### **A. Education Committee Update**

Tabled

## **IX. Enrollment & Diversity**

### **A. Material Revision Public Hearing at ACOE Board Meeting Follow-Up**

This was addressed as part of the Head of School update.

### **B. Approval of Material Revision of the Charter**

This item was not needed.

## **X. Facility**

### **A. Facility Committee Update**

Tabled.

## **XI. Fund Development**

### **A. Fund Development Committee Update**

Tabled.

## **XII. Head of School Evaluation**

### **A. Review of Executive Compensation Study**

The Board reviewed the compensation study.

### **B. Closed Session: Public Employee Performance Evaluation**

L. Hwang moved to go into closed session, seconded by R. Lee. All are in favor.

Time into closed session: 8:03 pm

### **C. Open Session: Review of Action Items from Closed Session**

The Board reconvened to open session at 8:15 pm.

The Board voted unanimously to increase the Head of School salary from \$125,000 to \$135,000 as a base salary, with an annual bonus awarded at the discretion of the Board.

## **XIII. Review of Action Items & Future Agenda Items**

### **A. Future Items**

Tabled

## **XIV. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:16 PM.

Respectfully Submitted,  
M. Andrejko