APPROVED

Yu Ming Charter School

Minutes

Board of Directors Regular Meeting

Date and Time
Thursday March 9, 2023 at 4:30 PM

Location

- In person: 675 41st Street, Oakland, CA 94609
- Teleconference Location 1: 2688 Becard Ct, Pleasanton, CA 94566
- Teleconference Location 2: 25 Agnes Street, Oakland, CA 94618
- Teleconference Location 3: 1349 Valencia Ave, Stockton, CA 95209
- Zoom Meeting

The Board of Directors ("Board") and employees of the Yu Ming Charter School shall meet in person and via the Zoom meeting platform. Members of the public who wish to access this Board meeting remotely may do so at:
https://yumingschool.zoom.us/j/85266977450?pwd=WUVRKzA0eWpXMFhRbWVVS0oxK1pPZz09
Meeting ID: 852-6697-7450
Password: 321147
Dial by your location
(646) 876 9923 (New York)
(646) 931 3860
(301) 715 8592 (Washington DC)
(312) 626 6799 (Chicago)
(253) 215 8782 (Tacoma)
(346) 248 7799 (Houston)
(408) 638 0968 (San Jose)
(669) 444 9171

(669) 900 6833 (San Jose)

Directors Present
B. Thompson, C. Hatton, J. Henry, J. Norman (remote), K. Brown, M. McDaniel (remote), R. Lee, Y. Yeh

Directors Absent
A. Mumby, G. Borden, J. Schorr

Guests Present
E. Wood (remote), F. Sassin (remote), M. Andrejko

I. Opening Items

A. Call the Meeting to Order

R. Lee called a meeting of the board of directors of Yu Ming Charter School to order on Thursday Mar 9, 2023 at 4:47 PM.

B. Record Attendance and Guests

It was noted that Y. Yeh joined from the same address as the in-person meeting but in a different space, due to illness.

C. Approve Agenda

C. Hatton made a motion to approve the agenda with removal of fiscal policies (tabled).
J. Henry seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
R. Lee	Aye
M. McDaniel	Aye
J. Norman	Aye
G. Borden	Absent
J. Henry	Aye
A. Mumby	Absent
K. Brown	Aye
J. Schorr	Absent
Y. Yeh	Aye
C. Hatton	Aye
B. Thompson	Aye

II. Invitation to the Public to Address the Board

A.

Public Comment on Non-Agenda Items

There were members of the public and no public comments on non-agenda items.

III. Consent Agenda

A. Approval of Consent Agenda

B. Thompson made a motion to approve the consent agenda.
C. Hatton seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

A. Mumby	Absent
C. Hatton	Aye
Y. Yeh	Aye
B. Thompson	Aye
K. Brown	Aye
R. Lee	Aye
M. McDaniel	Aye
G. Borden	Absent
J. Schorr	Absent
J. Henry	Aye
J. Norman	Aye

B. Feb 16 Board Special Meeting Minutes

B. Thompson made a motion to approve the minutes from Board of Directors Regular Meeting on 02-16-23.
C. Hatton seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Schorr	Absent
C. Hatton	Aye
K. Brown	Aye
Y. Yeh	Aye
G. Borden	Absent
M. McDaniel	Aye
A. Mumby	Absent
R. Lee	Aye
J. Norman	Aye
J. Henry	Aye
B. Thompson	Aye

C. Jan Check Registers

D. FY22-23 and FY 23-24 Auditor Selection

E. Revision of Fiscal Policies

F. Revision of Enrollment and Public Random Drawing Policy

G. Revision of Bylaws

H. Form 700 Reminder

IV. CEO Report, including:

A. Strategic Plan Progress Report

E. Wood presented the progress report.

V. Finance Committee

A. January Financial Report

F. Sassin presented the report.

B. 2nd Interim Report

F. Sassin presented the 2nd interim.
There was a question related to next year's budget and the COLA increase.
C. Hatton made a motion to approve the 2nd interim.
Y. Yeh seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Y. Yeh	Aye
R. Lee	Aye
K. Brown	Aye
J. Norman	Aye
J. Henry	Aye
J. Schorr	Absent
C. Hatton	Aye
M. McDaniel	Aye
A. Mumby	Absent
B. Thompson	Aye
G. Borden	Absent

C. Line of Credit Renewal and Increase

Y. Yeh presented this update. There is a need to increase the LOC to reflect the growth of Yu Ming (rule of thumb: cover a month of operating expenses). The Finance Committee supports an increase from $500K to $1M. There's an annual fee of $1250, which remains the same with the increase. It was noted that R. would have to sign the

paperwork, scan it, and send to the bank. It was noted that C. Hatton is the new Board Secretary for this transaction.
K. Brown made a motion to approve the increase.
J. Henry seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
C. Hatton	Aye
Y. Yeh	Aye
K. Brown	Aye
R. Lee	Aye
B. Thompson	Aye
M. McDaniel	Aye
G. Borden	Absent
A. Mumby	Absent
J. Norman	Aye
J. Schorr	Absent
J. Henry	Aye

VI. Funds Committee

A. General Committee Update

B. Thompson presented the update.

VII. Enrollment & Diversity Committee

A. General Committee Update

K. Brown presented the update.

VIII. Other Items of Business

A. Board Self-Assessment Update

C. Hatton went over the Board's self-assessment ratings. Key improvement areas include assessment of our own Board meetings, job descriptions for Board/CEO, recruitment pipeline, accountability against our goal, financial policies and procedures, strategic plan, succession planning.

It was noted that some of this pertains to education of the Board.

B. CEO Evaluation Update

R. Lee presented this update. The CEO evaluation will start tomorrow via Board on Track, to be completed by the June board meeting.
R. Lee plans to recruit a couple of Board members to review the questions.

The CEO will complete their self-eval, then the Board to do theirs, review, discuss and report out.
There was a suggestion to leverage the process to develop something to pass along to her successor since this is her last year.
R. Lee also went over the timeline for the CEO recruitment process, suggesting an interview on March 24.

IX. Closing Items

A. Review of Action Items and Future Agenda Items

- Fiscal policies
- CEO evaluation
- Board self-evaluation

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:43 PM.

Respectfully Submitted,
R. Lee

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

Requests for disability-related modifications or accommodations to participate in this public meeting should be made 24 hours prior to the meeting by calling (510) 326-1048. All efforts will be made for reasonable accommodations. The agenda and public documents can be modified upon request as required by Section 202 of the Americans with Disabilities Act.

FOR MORE INFORMATION

A copy of the written materials which will be submitted to the Board may be reviewed by any interested persons on the Yu Ming Charter School's website along with this agenda following the posting of the agenda at least 72 hours in advance of this meeting.
For more information concerning this agenda or to receive access to materials relating to this meeting, please contact Yu Ming Charter School at (510) 326-1048 or info@yumingschool.org.