YI HWANG ACADEMY OF LANGUAGE EXCELLENCE
Board of Directors Meeting Agenda on May 2, 2019

I. Board Members – attendance

II. Approval of previous minutes

III. Welcome any members of public attending – take comments

IV. School Opening Prep Checklist
   A. For May 6 – we must adopt a student handbook and related policies.
   B. For May 6 – adopt policies and procedures for serving special populations.
   C. For May 6 – adopt policies and procedures for nursing programs, required health services, screenings and evaluating immunization records.
   D. For May 6 – Obtain a school code after facility is approved by GaDOE

V. School Set Up
   A. Teacher recruitment
      1. Minsu – give brief overview on scheduling for teacher interviews
      2. Principal search
   B. Building set up and lay out

VI. Marketing
   A. TV ads are running with separate community announcement about Open House
   B. Mailers were sent out -
   C. Need to continuously forward emails to our marketing point person
   D. Open Houses so far have gone well – another one on May 7
   E. YHALE asked to present a parent gathering sponsored by GaCAN on Sat. May 4

VII. Old Business
   A. Turned in paperwork re: CSP grant
   B. Melanie and Liza participated in CSP webinar
   C. Need to discuss how grant is to be used and spent

VIII. New Business
   Review our scheduling for student recruitment

IX. Executive Session –
   A. Personnel – teachers and principal
   B. Real Estate / Lease