Yi Hwang Academy Of Language Excellence (YHALE)

Minutes of YHALE Governing Board Meeting on February 25, 2019

A meeting of the Governing Board (the “Board”) of Yi Hwang Academy (the “School”) was held on February 25, 2019 at 6:30pm at 1441 Dunwoody Village Parkway, Atlanta, Georgia 30338. Quorum was achieved and the meeting was called to order at 7:23pm.

I. ATTENDANCE:

The following members of the Board were physically present: Liza Park, Melanie Zambrano, Marissa Le and Spiceda Davis Jackson.

The following members of the Board were absent: Megan Johnson, Alex Sonu and Greg Evans

The following guest was physically present: Elisa Falco.

II. APPROVAL OF PREVIOUS MEETING MINUTES:

Spiceda Davis Jackson made a motion to approve the minutes from the previous meeting held on January 3, 2019.

Marissa Le made a motion to amend the minutes from the previous meeting held of January 3, 2019 to include that Elisa Falco was present at that meeting as a guest. Melanie Zambrano seconded the motion to amend, and the motion to amend the minutes passed without objection. Then Marissa Le seconded the previous motion to approve the minutes but as amended. Motion passed without objection.

III. SCHOOL PRE-OPENING CHECKLIST ITEMS TO APPROVE:

A. After waiting for a written lease from GPM for an extended amount of time, GPM abruptly informed our realtor that it may not extend a lease to YHALE after all. This is a major surprise since we had established contact and intent to lease about a year ago and had completed a letter of intent. Thankfully, within 12 days, we have secured two other location options. One in Suwanee and one in Norcross. Suwanee is a more ideal option based on location. There are plans to discuss lease terms with the Suwanee location and have a draft lease completed by the end of this week.

B. A reminder that our board must attend the rescheduled new charter school board training on Tuesday, March 12. All board members are encouraged to attend, but if you can’t, contact Liza as soon as possible so she can make sure a majority of our board is attending.

C. Greg and Roy still need to complete the board member training. Elisa said she would have Jeff from GCSA contact us about training options.

IV. SCHOOL SET UP
A. Teacher Recruitment
   1. Teacher recruitment is going quite well despite the fact that we have not advertised any teacher job openings yet. It appears word of mouth is driving potential teachers to send us resumes.
   2. We will need to have teacher contracts ready when we start hiring. Elisa recommends that we ask all applicants to complete a written application in addition to obtaining their resumes. She will forward one to us.
   3. We received several resumes through the GA Dept of Ed DLI job fair. We met some great candidates.

V. MARKETING
   A. We did not attend the Northwest GA World Language Expo. It was the first year and the focus appeared to be on college and high school education.
   B. We had an information table at the Lunar New Year event on February 10 at the Korean Culture and Community Center.
   C. We had representatives at both the Charter School Expo and DLI in a Day on January 26.
   D. Still have plans to begin ad campaign when we obtain a written lease.

VI. OLD BUSINESS
Liza and Marissa submitted our grant application on January 18. Liza thanked Marissa for very, very helpful assistance.

VII. NEW BUSINESS
Our next board meeting will be on March 12, 2019 after the new charter school training at the Cobb Energy Performing Arts Center – rather than our usual meeting time and place.

VIII. EXECUTIVE SESSION
Spiceda Davis Jackson made a motion to amend the agenda to discuss personnel. Marissa Le seconded the motion, and the motion passed without objection.

Marissa Le made a motion to commence executive session to discuss personnel. Spiceda Davis Jackson seconded the motion, and the motion passed without objection.

IX. ADJOURNMENT
Melanie Zambrano made a motion to adjourn. Marissa Le seconded the motion. The motion passed without objection at 8:54pm.