

Irvine Chinese Immersion Academy

Board Meeting

Date: Tuesday, July 18, 2023

Time: 2:00 PM

Place: 1 Liberty, Irvine CA 92620

**MEETING MINUTES**

**CALL TO ORDER**

The meeting was called to order at 2:00p.m. by President Chung.

**ROLL CALL & PLEDGE OF ALLEGIANCE**

Board Member:

Yulan Chung/CEO - Present

James Guo/CFO - Present

Alice Wang/ Secretary - Present

Stephen Hsu - Present

**APPROVAL OF THE AGENDA**

Adopt the agenda, as presented.

Motion made by: Board member Hsu

Seconded by: Board member Guo

Voting:

Yulan Chung - Yes

James Guo - Yes

Alice Wang - Yes

Stephen Hsu - Yes

#### **CONSENT AGENDA ITEMS**

None

#### **INFORMATION AND DISCUSSION ITEMS**

Brown Act/Governance Training - Richard Hansberger, Legal Counsel

Financial Training - Roy Kim, ICON School Management

#### **ACTION ITEMS**

**Financial Matters**

**1.** Resolution approving Dr. Benson Kwok as authorized signer for Irvine Chinese Immersion Academy at Cathay Bank.

Motion made by: Board member Guo

Seconded by: Board member Wang

Voting:

Yulan Chung - Yes

James Guo - Yes

Alice Wang - Yes

Stephen Hsu - Yes

**2.** Resolution approving opening of credit card account and authorized holder of credit card with Cathay Bank as Dr. Benson Kwok.

Motion made by: Board member Wang

Seconded by: Board member Hsu

Voting:

Yulan Chung - Yes

James Guo - Yes

Alice Wang - Yes

Stephen Hsu - Yes

### **Operational Matters**

**3.** Approve 2023-2024 Uniform Complaint Log, Policy, Procedures and Complaint Form.

Motion made by: Board member Guo

Seconded by: Board member Hsu

Voting:

Yulan Chung - Yes

James Guo - Yes

Alice Wang – Yes

Stephen Hsu - Yes

**4.** Approve 2023 - 2024 Immigration Policy.

Motion made by: Board member Guo

Seconded by: Board member Hsu

Voting:

Yulan Chung - Yes

James Guo - Yes

Alice Wang – Yes

Stephen Hsu - Yes

**5. Approve 2023 - 2024 Homeless Education Policy**

Motion made by: Board member Wang

Seconded by: Board member Chung

Voting:

Yulan Chung - Yes

James Guo - Yes

Alice Wang - Yes

Stephen Hsu - Yes

**BOARD COMMENTS**

None

**ADJOURNMENT**

The meeting was adjourned at 4:20 p.m.

Motion made by: Board member Hsu

Seconded by: Board member Guo

Voting:

Yulan Chung - Yes

James Guo - Yes

Alice Wang – Yes

Stephen Hsu - Yes