

Huaxia Edison Chinese School

10/07/2018

Board Meeting Minutes

Place: room 103, Edison High School
Time: 2:30-5PM 10/07/2018
Board member attendees: Kun Qian, Qiang Wu, Tom Wang, Chao Yao , Kangfu Chen, Hui Zhan, Jian Chen, Xia Chen (8 out of 9 attended, made quorum)
Absent: N/A
Excused: Hui Yan
Chair of Meeting: Kun Qian
Recording: Kun Qian

Agenda 1. Vote for minutes of previous board meeting on Sept 8.
7 out of 7 at time of voting. Passed.

Agenda 2. Discussion parent feedback survey.

Chao Yao presented a draft. Board discussed and made revisions.

- Add questions: class name, how many years in hxedision? how many hours do you spend studying chinese after school hours, did parent teacher conference happen?
- One survey per student. Do not require google account sign-in, to allow entering survey for multiple students per family. And encourage filling out the survey.

Board agreed that survey will be made public by Nov 18. Review results in next board meeting in December
Owner: Chao Yao.

Agenda 3. Kun shared budget and news from board meeting of Huaxia Chinese School (总校)

Agenda 4. 2017-18 Financial report and 2018-19 school budget.

Principal Wu presented final number of PnL from past school year, and revised number of school budget. 2018-19 year budget is balanced.

Board voted on the report and budget. 8 out of 8 it was passed.

Kun Qian shared analysis of enrollment number. There is a 19% drop in chinese class enrollment.
General meeting is scheduled Oct 21 to present report and budget to parents.

Agenda 5. Set date for Spring festival celebration to Feb 3 2019.

Spring festival show will take place 3:30-5:30pm on Feb 3 2019. Another board meeting in December will discuss its preparation.

Agenda 6. Review logistics for Oct 14 Sports games at Plainsboro High School.

Owner: Jian Chen

40 athletes are enrolled. Plus 10-20 more parents.

Will have 12-15 volunteers.

Prepare 10 pizzas and 20 box lunches. Paid by school.

Bring water (Jian).

Bring school flag, string bag, one folding table (Kun).

Borrow tents from Jerry Shi (Tom).

Agenda 7. Study school bylaw.

http://www.hxedison.org/documents/HX-Edison%20Bylaw5_1_1999.pdf

Agenda 8. Reviewed status of parent duty signup.

Mostly good participation and operation. Should continue to verify.

Agenda 9. Agenda for next board meeting.

Tentatively in December 9 2018.

Review parent feedback result.

Discuss preparation for Spring festival.

Any other business.