

CCC Chinese School Council Meeting Minutes

Sunday, May 10, 2015

The CCC Chinese School Council held the last meeting for the school year of 2014-2015 on the above date at Shaker Junior High School at room C206. The meeting started at 2:55 pm and adjourned at 3:50 pm.

Attendees (14):

Gang DONG, Feng CHEN, Xiaoqing ZHANG, Xufeng SUN, Ling WANG, Xiaobo REN, Jie GAO, Jinzhe FENG, Guoping FEI, Jian XU, Xiao SU, Lingyun LI, Jiankun KUANG, Yinghui SHAN

Absentee: Youqin HUANG

Gang Dong called the meeting to order at 2:55pm and announced the agenda which was sent to all members by email. Feng Chen introduced Yinghui Shan, who was a candidate for vice principal in school year 2015 – 2016, to the council. Mr. Yinghui came to sit in the council meeting as a public audience.

Pass last Council Meeting Minutes

The minutes were drafted by Gang Dong. Gang Dong motioned to pass the last Council Meeting (January 11, 2015) minutes. Mr. Xufeng Sun seconded the motion.

The minutes were passed by 11 votes. Guoping Fei and Jiankun Kuang did not attend the last council meeting. Yinghui did not have the voting right.

School Fiscal Status and Operation Report

Feng Chen, the school principal, reported the school fiscal status by May 10, 2015. The school treasurer, Ling Wang, prepared the school budget review spreadsheet, which showed clearly the budget and actual revenue/expense by May 10, 2015. Tuition increased by ~ \$7000 and revenue increased by ~ \$2000 in comparison with last school year. The net income of the current school year was ~ \$25,000. Textbook sale was negative due to the large inventory (97 sets in stock) and this could be sold in 2015 – 2016 school year.

Principal Feng Chen and vice Principal Xiaoqing Zhang were negotiating school lease renewal with North Colonie School District. NCS D proposed 3% increase (\$540). The negotiation was going to ask NCS D to give permission for the usage of school wireless network and classroom projectors.

Principal Feng Chen announced four recipients of CSAUS Outstanding Teacher/Staff Award:

Teacher: Xiaobo Ren and Yadan Chu

Staff: Guoping Fei and Jian Xu

Next school year (2015 – 2016) Administration Team

Principal: Feng Chen

Vice principal: Xiaoqing Zhang

Yinghui Shan

Treasurer: Ling Wang

Frank Li (Part time)

Bookkeeper: Xia Li

Registration and Database Administrator: Jianhua Chen

Web master: Ling Xiao

Gang Dong motioned to approve the new admin team. Guoping Fei seconded the motion. It was passed unanimously.

Next school year (2015 – 2016) PTA Team

Chair: Jian Xu

Members: Youqin Huang, Lingyun Li, Xiao Su and Jiankun Kuang

Next school year (2015 – 2016) Council

Chair: Xufeng Sun

Council members: school admin team, PTA, Xiaobo Ren, Jinzhe Feng, Gang Dong

Jie Gao is not going to teach in Chinese school next year and will not be a council member. One new teacher representative will be selected as a council member.

Gang Dong motioned to vote Xufeng Sun as the new council chair. Jian Xu seconded the motion. It was passed by 12 votes. Yinghui did not have the voting right.

Discussion on a new PR (Public Relationship) role

Principal Feng Chen proposed to add a new PR position (volunteer base) whose proposed responsibility is to build up public relationship with third parties. Council members discussed some of the responsibilities of the new staff. Xiao Su suggested adding fundraising responsibility to the new role. He also emphasized on the importance of setting a fundraising goal for the PR staff. Guoping Fei brought a good point on the scope of the responsibility of the new position: it should not overlap with the responsibility of the school Principal. Due to the unclear definition of the responsibilities of the new role, council members agreed on having Principal Feng Chen compile a brief description and summary of the new role and further discussion was needed.

The meeting adjourned at 3:50 pm