

San Jose Chinese School

2009-2010 First Board Meeting

Date: September 12, 2009

Time: 9:00am to 10:50 am

Place: Leland High School Room J2

Attendance: 40

Absence: 16 (24A Associate Board Member, 24B ABM, 25A Board Member, 25A ABM, 29A ABM, 31A BM, 31A ABM, 33A BM, 33A ABM, 35A ABM, 36A ABM, CSL5 BM, CSLAdv. ABM, CSLK BM, CSLPreK BM, CSLPreK ABM)

Minutes [recorded by Rujau Su]:

(Board members signed up for their jobs before the meeting. The board meeting was conducted in English.)

I. Recognition and Thanks to the Staffs of 2008-2009 – Lynn Chow

A plaque of appreciation was presented to the following individuals for their outstanding contribution to our school community:

Hui Jia, Kuangchi Huang, Tina Sun, Roger Lo, Meei Meei Lee, Shuo Yeh, Maggie Huang, Jerry Liu, Ya-Tzu Chen, Terri Syu, Amy Critzer, Eric Yang and Rujau Su.

Principal Chow appreciated the help of these individuals and would like to invite our parents to join the team. She also gave thanks to the advisors, Nina Cheung, Bryan Lee, Tsai-Wei Wu, Yu-Nian Hsieh, Sam Chen, Hway-Jen Chen, Cliff Moh and Lily Moh, for their support.

II. Elect Principal

Lynn Nominated Ya-Tzu Chen as the principal of year 2009-2010. This was motioned, seconded and passed by 42 votes.

III. Principal Change Over

The school seal was passed over from Lynn Chow to Ya-Tzu Chen.

IV. Election of the Chair of the Board

Advisor Tsai-Wei Wu and Bryan Lee gave the job description of the Chair of the Board:

1. Coordinate all the board members
2. Has the right to attend every school's administrative meeting
3. Represent the Board to observe and listen all the issues from school
4. Validate all the votings

Eric Yang, our vice principal, reminded our board members to sign up their jobs and gave the description of the duties of the BM and the ABM as follows:

Board and Associate Board Members:

1. One-year term each
2. Associate Board Member becomes Board Member for the next year (another one-year term)
3. Attend and represent class in school board meetings. Convey board meeting information to class
4. Assist the Class Representative/Leader in managing and coordinating class issues

5. Serve in school activity committee as assigned to the class
6. Participate in school administration and perform jobs assigned by the school administration

Tim Chen nominated Kahmin Teh from CSL1 as our Chair of the Board. It was motioned, seconded and passed with 40 votes.

V. New Staff Introduction and Election

Principal: Ya-Tzu Chen
Vice Principal: Eric Yang
Assistant Principal: open
Operation Director: Baozhen Xu
Associate Operation Director: Jiahn Fei Lue
(motioned, seconded and passed by 40 votes)
IT Director: Roger Lo
Associate IT Director: Lei Wang
(motioned, seconded, and passed by 40 votes)
Discipline Director: Tim Chen
Associate Discipline Director: Guat Yew Gilbert
(motioned, seconded, and passed by 40 votes)
Academic Director: Agnes Mak
Associate Academic Director: Lusanna Lam
(motioned, seconded, and passed by 38 votes)
Extracurricular Director: ShuLing Wang
Associate Extracurricular Director: open
Director of Scrip: Maggie Huang
Treasurer: Terri Syu

VI. Present Budget — Ya-Tzu Chen

1. Since the number of the students dropped from 475 to 433, Principal Chen would expect about \$6,700.00 deficit in year 2009-2010. She asked the Board's permission to use the school's reserve to cover this deficit so that the school might run smoothly.
This was motioned, seconded and passed by 32 votes.
2. Vote for the use of \$178,260.00 as part of the budget for year 2009-2010:
This was motioned, seconded and passed by 32 votes.

VII. Upcoming Events — Ya-Tzu Chen

As of the school's Activities, there were some changes. Carnival was moved to the Fall semester and Teacher Appreciation Banquet to the end of the school year.

Carnival: 12/12/09

Teacher Appreciation Banquet: 5/15/10

The meeting adjourned at 10:50 am.

Next board meeting: Nov. 21, 09 at 10:45am