

San Jose Chinese School

2011-2012 First Board Meeting

Date: September 10, 2011

Time: 8:45am to 10:30 am

Place: Leland High School Room J2

Attendance: 34

Absence: 12 (26A Associate Board Member, 27A ABM, 27B ABM , 35A Board Member, 38A BM, 38A ABM, 38B BM, 38B ABM, CSL1 ABM, CSL3 BM, CSL6 ABM, CSL7 ABM)

Minutes [recorded by Rujau Su]:

(The board meeting was conducted in English.)

I. Principal Report – Eric Yang

❖ Board & Associate Board Job Description

1. Two parents per class, 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

❖ Quick Review of Budget of Year 2010-2011

As reviewed last school year's budget versus actual revenue/expenses, we had about \$18,000 deficit in school year of 2010-2011. The reason we had such huge number of deficit was that San Jose Unified School District increased the classroom rate so that we spent about \$10,000 more facility rental fee compared with the school year of 2009-2010. Principal Yang suggested that we should consider raising the tuition.

❖ Recognition and Thanks to the Staffs of 2010-2012

Principal Yang appreciated following individuals for their outstanding contribution to our school community: Ji Liu, Shuilong Chen, Jiahn Fei Lue, Guang-Ting Shih, Lei Wang, Sam Sananikone, Guat Yew Gilbert, Michael Hsieh, Lusanna Lam, Tina Sun, Agnes Mak, Carol Hu, ShuLing Wang, Joyce

Yu, Meei Meei Lee, Ya-Tzu Chen, Erlin Truong , Maggie Huang, Terri Syu and Rujau Su. He also gave thanks to all the Board Members, Associate Board Members, the class representatives and the volunteer parents.

II. Election of the Superintendent of the Board — Eric Yang

Jennifer Liu from 33A was nominated, seconded, and passed by 27 votes as our 2011-2012 Superintendent of the Board

III. Principal Change Over

The school seal was passed over from Eric Yang to Shuilong Chen, and Shuilong Chen was our academic year 2010-2011 Principal.

IV. New Staffs Introduction and Election — Shuilong Chen

Principal: Shuilong Chen

Vice Principal: open

Assistant Principal: open

Operation Director: Guang-Ting Shih

Associate Operation Director: Hui Jia

(motioned, seconded and passed by 32 votes)

IT Director: Sam Sananikone

Associate IT Director: Jim Horng

(motioned, seconded, and passed by 31 votes)

Discipline Director: Michael Hsieh

Associate Discipline Director: open

Academic Director: Tina Sun

Associate Academic Director: Carol Hu

(motioned, seconded, and passed by 32 votes)

Extracurricular Director: Joyce Yu

Associate Extracurricular Director: open

Director of Scrip: Maggie Huang

Treasurer: Terri Syu

V. Present Budget — Shuilong Chen

1. The total budgeted revenue was \$155,000.00 and total budgeted expenses was \$165,700.00. Since San Jose Unified School District increased the classroom rate, Principal Chen would expect about \$10,700 deficit in year 2011-2012. He asked the Board's approval for the use of \$165,700.00 as part of the budget for year 2011-2012 and to use the school's reserve to cover the \$10,700 deficit so that the school might run smoothly. This was motioned, seconded and passed by 23 votes.

2. In order to reach School's Revenue/Expenses balance, the following suggestions were offered by the Board: (1) searching some other place that provided lower storage fee so that we may cut some expenses (2) promoting Corporate Matching Fund (3) forming a committee to discuss the tuition raising issue.

The meeting adjourned at 10:30 am.

Next board meeting: Nov. 19, 11 at 10:45am