**Huaxia Chinese School at Bergen, Inc**

**华夏博根中文学校**

**P.O Box #9180,**

**Paramus, NJ 07652**

[www.hxbg.org](http://www.hxbg.org)

**Board Meeting Minutes**

**Date**: February 16, 2020, 8:30PM-10:45 PM

**Location:** WeChat Call

**Attendance Roster:**

**Present:**
张元 (Yuan Zhang), Chair

刘一帆 (Yifan Liu), Secretary

杜红梅 (Hongmei Du), Treasurer

王朝芳 (Zhaofang Wang), Principal/Board Member

王盛节 (Jessie Wang), Board Member

周翔 (Sean Xiang Zhou), Board Member

李丽 (Li Li), Board Member

陈国栋 (Guodong Chen), Board Member

王志红 (Zhihong Wang), Board Member

**Absent:**

**None**

|  |  |  |  |
| --- | --- | --- | --- |
|  Topic | Discussion/Action/Decision | Responsible Person(s) | Status |
| School Guidelines and Regulations | 1. 2020 BD Election Regulations, BD Offices Election Regulations
2. 2020 Principal Election Guidelines
3. Board of Directors Conflict of Interests Guidelines
4. School Administrative Staff Operation Guidelines
 | All | Approved |
| Resignation and Appointment | Due to relocation, Sean Xiang Zhou has submitted his resignation from HXBG Board effective on May 3, 2020. The President and all other members understood his decision and highly appreciate Sean’s dedication and contribution to the school.According to HXBG by-law Article V, clause B6 a replacement process will start immediately.Timelines,1. 2/23/2020-3/1/2020, Nomination,
2. 3/8/2020, Interview and Selection.
 | All | Endorsed |
| School Principal Election  | Timelines,1. 2/23/2020-3/8/2020, Nomination, a candidate shall be nominated by at least two Board members (not him/herself). Each Board member can only nominate one.
2. 3/9/2020, Announcement of eligible Principal candidates and voting date.
3. 3/29/2020, Election and confirmation of the new Principal.
 | All | Endorsed |
| School Board of Directors Election | Timelines,1. 2/23/2020-3/22/2020, Nomination of BD candidates.
2. 3/29/2020, Introducing candidates to the general membership, self-introduction and Q&A.
3. 4/12/2020, Membership meeting, BD election and results.
 | All | Endorsed |