**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**: December 19, 2019, 8:15PM-9:40 PM

**Location:** Teleconference

**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 |
| Debate Training | HXBG Principal Zhaofang Wang contacted PCHS to express the interests of using south cafeteria for debate training after 1PM on school day. PCHS agreed with HXBG’s request. The cafeteria can be used for debate training from 1PM to 3PM on Sundays whenever it is available without extra expense. The school liability insurance coverage includes the time when HXBG is open. The appendix will be signed by HXBG and PCHS representatives and attached to the original lease contract. The debate training could be held from 1PM to 3PM on Sundays when the cafeteria is available. The meeting emphasized that debate training is categorized as an after-school activity instead of a course.  | All | Conditionally endorsed |
| School Rules and Regulations | Working group 1:Teacher’s regulations, Student’s regulationsParent’s regulations, Fire regulationsWorking group 2:Compensation and bonus or awards guidelinesWorking group 3:School administrative staff guidelinesWorking group 4:BD Election Regulations, BD Offices Election RegulationsWorking group 5:BD members' conduct guide (conflict of interests)Working group 6:Principal election guide, School administrative staff appointment guideP.S. the person whose name is marked with “\*” is the group lead. | Changhui Sun\*, Zhi Li, Hong WangLu Ma\*, Jing Hang, Hongmei Du, Li Li, Jessie WangHongmei Du \*, Zhihong Wang, Hongyan Mao, Shuyuan Feng, Zhaofang Wang,Zhihui XuGuodong Chen\*, Liqun Jiang, Yonghe Zhang, Zhaofang Wang, Yifan Liu, Sean Xiang Zhou, Hong WangJessie Wang \*, Sean Xiang Zhou, Yifan Liu Yifan Liu \*, Hongmei Du, Yuan ZhangZhihong Wang\*, Li Li, Yuan Zhang | 1/5 -1/301/5 -1/301/5-3/311/5-1/301/5-2/151/5-2/281/5-2/15 |
| Miscellaneous items | BD meetings are planned with specific topics for this school year,2/16/2020 or 2/23/2020, * review school budget for school year 2020-2021,
* review School and BD Rules and Regulations,
* Nomination of Principal 2/23-3/8,
* Nomination of BD Candidate 2/23-3/22.

3/29/2020, * BD candidates interview with all school members,
* BD Meeting to select School Principal.

4/12/2020, * BD members election by all members.

4/12/2020-4/26/2020,* Nomination of new BD officers,
* The construction of school administrative team for 2020-2021.

5/3/2020,* Election of new BD officers,
* Approval of school administrative staff nominated by school principal.
 | All | Endorsed |