

Minutes of the ACLS Board of Directors Meeting 09-23-2012

Subject: Board Meeting of the school year 2012-2013

Attendees: Yanni Gou, Rixin Li, Jianying Shi, Derek Skawinski, Yanhua Tang, Jeff Yang, Guoying Zuo

Invited: Lixin Sun

Absentee: Wei Li

Facilitator/Note Taker: Yanni Gou

Date: Sunday, Sept. 23, 2012, 2:15pm-3:45pm

Location: Chorus Room, R.J Grey Junior High School

Meeting Minutes

1. Financial report of school year of 2011-2012
The immediate past Principal Jianying Shi presented to the Board the preliminary financial report for the school year of 2011-2012. There is a surplus in the amount of \$14,000 from the school operation. The official financial report will be available upon filing the tax returns in November.
2. Discuss/approve budget for school year of 2012-2013
Principal Rixin Li presented to the Board the proposed budget for the school year of 2012-2013. There is a \$5027 deficit due to a few factors: senior admin charge from the school district, two additional admin positions: Security Officer and Associate Dean of Language, and a few more TAs since a few class sizes are larger. It was agreed by the Board that it is reasonable to allow the school operation to run deficit due to these factors. Yanni Gou made a motion to approve the budget for the school year of 2012-2013 and Jeff Yang seconded the motion. It was approved by the Board unanimously.
3. School operations
Rixin Li reported to the Board there are a few changes for the school operations. One is the bell schedule change. The bell between two periods of language classes has been eliminated. Teachers have the flexibility of arranging the break between classes for lower and upper grades. Another change is about the pick-up policy. The school is over at 4:45pm and we have committed to leave the building by 5:00pm upon classroom inspections with the Senior Admin. The Board agreed that the Admin should move forward to establish a pick up policy to reinforce the school hours.
4. Acton Chinese Music Night
Principal Rixin Li has been working with the Acton-Boxborough Regional High School theater group, the ABRHS Principal and the Community Education to try to reserve Auditorium for organizing another Acton Chinese Music Night this year. It has not been successful yet. The former Board member/current Parent Council member Dick Calandrella has been helping the search for other

alternatives in the neighboring towns. He has checked the possibilities with Littleton High School, Westford Academy, Maynard High School, Nashoba Regional High School, Concord-Carlisle Regional High School, and Lincoln-Sudbury Regional High School, Groton Performing Arts Center. They either don't have the needed capacities (over 800 seats) or suitable sound/lighting systems. Therefore the ABRHS Auditorium is the only ideal place to host this event. However, it is possible that the High School auditorium is not available between now till the end of this year. In this case the Music Night has to be postponed to the next year.

5. 10th Anniversary/Chinese New Year Celebration
February 3, 2013 is ACLS's 10th Birthday. We will celebrate the 10th Anniversary/Chinese New Year celebration on Feb. 16, 2013. The ABRHS High School Auditorium has been reserved for this event. It was agreed to invite former Principals, Board Chairs, and Parent Council Chairs to join the celebration committee which needs to be established as soon as possible. A series of activities will be scheduled for the celebrations.
6. ACLS website upgrading update
There are not many progresses on this project in these recent months. It was decided to possibly hire a web designing company to move this project forward. However, this depends on if all conditions work out with this company, i.e, prices, deliverables, etc. The target project completion date is prior to the ACLS 10th anniversary.
7. Parent council report
The Parent Council Chair Guoying Zuo reported to the Board that the Parent Council will again lead the efforts of joining the Town event Oktoberfest on Oct. 13 this year. Zeming Wang will organize the dancing performances. Guoying Zuo asked helps on exhibitions and the ACLS materials. Since the event will run from 10am-4pm volunteers are needed to setup and take turns on the exhibition table.

Guoying Zuo confirmed the School-Parent Open Forum by the Board, the Admin and the Parent Council was scheduled on Sept. 28, 2012. This will be an informative and interactive forum to communicate with the parents and to get parents involved in school activities, also to listen to the special needs, concerns and suggestions from all parents.