

BOARD OF TRUSTEES - EXECUTIVE SESSION AGENDA

DATE and TIME: 12:15 PM April 10, 2005
 BOARD ROOM OF PRINCETEL, INC.
 (4 Princess Road, Suite #209, Lawrenceville, NJ 08648)

Board of Trustees (2004-2005)

Robert Eng, Chairman
 Kenneth Chiang
 Bonnie Liao, School Principal

 Nanjun He, School Business Administrator/Board Secretary

Board of Advisors

Iris Chang
 Weiyun He
 Chun Lai
 Sheldon Luo
 Liping Ma
 Minmin Wang

Parent Advisory Council (2004-2005)

Liang Schweizer (C02)
 Minjie Wu (C06)
 Wei Zhang (A00)
 Liyan Cao (A01)
 Hua Ding (A04)

Roger Yin – Chairman (A09)
 May Hu (A07)
 Qing Zhang (A10)
 Joanne He (A11)
 Jessica Wang (A14)
 Rick Liu (A15)

TIME	ORDER OF BUSINESS
12:15 p.m.	A. Opening of Meeting
	B. Adoption of Minutes of Previous Meeting
	C. Reporting to the Board 1. Principal of the School (see details) 2. Chairman of the Parent Advisory Council
	D. Board Discussion and Resolutions (see details) 1. Personnel 2. School Business Management
	E. New Business 1. Board member election 2. Mechanism for Academic Changes
2:15 p.m.	F. Adjournment

C. Reporting to the Board

1. Principal of the School
 - a. Enrollments – 137 students – 2 CSL and 9 CHL classes
 - b. “YingHua in Beijing” 2005 Summer Program update
 - c. Rider joint program
 - d. Donation Drive (current \$5,120 vs. target \$8,000)
 - e. Teacher professional development
 - f. New CSL Tier 1 teaching and learning materials
 - g. Curriculum Guide and Map for CSL Track
 - h. Accreditation self-study completed
 - i. YingHua spirit (indoor rock-climbing events)
 - j. Carpool network
 - k. Ms. Xiang Zhang, a scholar’s study on heritage schools (3/12-3/21/2005)

D. Board Discussion and Resolutions

1. Personnel
 - a. Pedagogy Consultant compensation
 - b. Webmaster compensation
 - c. Teachers’ compensation
 - d. Staff compensation for summer 2004
 - e. Advisor for Legal Affairs
 - f. Advisor for Children’s Health
2. School Business Management
 - a. 2003-04 Financial Statements Review
 - b. 2004-05 Budget Review

英华语言学校 – YingHua Language School

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- c. Promotion fee to FCD Chinese School
- d. Change the # of classrooms
- e. Change the length of school year from 30 to 31 using the first week for orientation
- f. New tuition rate for 2005-06 school year
- g. Emergency Procedures (per Accreditation Recommendation) - Advisor for Children's Health in general child development and in-school emergency situation
- h. Plan for starting AP Chinese class in fall 2006
- i. Fire drill and emergency evacuation plan
- j. Review of mission, philosophy, belief, and objective
- k. Job Description Committee and Job Descriptions
- l. "YingHua in Beijing" Spring Program
- m. Gift Certificate program (promotion?)
- n. Fundraising plan (corporate sponsors, can PAC help?)