

# Chinese School of Rochester

## Parent Teacher Student Association

### Committee Meeting Minutes – June 3, 2017

**Attendance:** Jing Wang (CSR PTSA President), Ranya, Jing Zhu, Jinlian Zhang, Gaoxia Lan, Xueya Cai, Shaohua Xu (CSR President), Jue Wang

- CSR PTSA is acknowledged by the CSR: Shaohua, the principal of the CSR, approved the formation and structure of CSR PTSA
- CSR will now have three leadership teams: The principal, the Board, and the PTSA. The relationship between CSR and CSR PTSA will be:
  - CSR PTSA is independent from the Board and the Principal
  - CSR PTSA has the obligation to advocate CSR and promote Chinese culture, to help student registration, party preparation, and other organized activities
  - All school important decisions should be approved by the three team leaders before the final announcement
- CSR PTSA budget
  - CSR will sponsor CSR PTSA \$500 as the start up fund.
  - CSR will support CSR PTSA with cash annually for PTSA activities
  - When possible, CSR PTSA will create a sub-bank account under CSR main account in order to monitor the budget and expense.
  - Every year, 80% of CSR PTSA gains will be deposited to CSR PTSA sub-account, and 20% of CSR PTSA gains will be contributed to CSR main account.
  - CSR PTSA membership fee is \$10 per family. The membership fee will be deposited to CSR PTSA sub-account to support and expand PTSA activities. CSR PTSA members will have access to early enrollment as well as discounts to PTSA sponsored activities. The CSR PTSA activities may include but are not limited to enrichment course registrations, seminars, summer camps, and auctions.

- CSR PTSA will create opportunities for students to volunteer, which will be considered community services. Volunteering may be certified by CSR given CSR's pre-approval.
- CSR PTSA will have the permission to set up the PTSA webpage under CSR domain. CSR PTSA will also have the permission to update and revise the PTSA webpage.
- CSR PTSA will gain CSR Wechat group access from CSR to post rules, policies, activity announcements, and posts written by parents, teachers or students.
- Miscellaneous:
  - Starting 2017-2018, the CSR semester tuition will be increased.
  - In addition to the tuition, each family will deposit \$20 to CSR account. Families volunteering at CSR at least twice a year will have the deposit returned upon leaving CSR.
  - CSR will announce the classroom rules as well as sick child policies. Students that cannot follow these rules and policies will be warned a maximum of three time before forced to drop the class. Details will be discussed in the future.