

# Chinese School of Rochester

## Parent Teacher Student Association

### Committee Meeting Minutes – June 21, 2017

**Attendance:** Jing Wang (CSR PTSA President), Ranya Chen, Zhemin Zhang, Jing Zhu, Jinlian Zhang, Gaoxia Lan, Xueya Cai, Shan Gao,

#### **Picnic**

- This year's picnic was successful. Survey feedbacks will be analyzed.
- We should provide a map to the shelter, and have balloons at the entrance to inform our guests.

#### **Summer**

- We plan to bring more fundraising materials from China with help from parents. Hongmei Yang is willing to help with the delivery
- We will promote the CSR PTSA membership by giving out PTSA logo bags for free with membership registration
- Xueya will collect faculty list from UR/RIT/Nazareth College, and ask for opportunities of offering professional speeches and/or lessons in CSR. First Xueya will contact Suxin Hu.

#### **Open house**

- Open house will be held in the end of August or early September.
- Jing Wang is contacting personnel for food donation

#### **Teacher evaluation and recruitment**

- School should have an evaluation system. Current teachers should be evaluated by the board and parents. If a teacher fails in the annual evaluation, the teacher will have one more year to improve their teaching skill. Teachers that fail two consecutive annual evaluations will not be hired after second year's evaluation.
- We will try to hire new and qualified teachers by posting more rigid job descriptions. New teachers can work as substitute teachers first before teaching classes full time.
- Efforts should be made to maintain qualified teachers, for example, increasing the salary.

#### **School Policies (Refer to the June 3 minutes)**

#### **School time and location**

- We may be able to reserve a big church for Chinese school classes

- We may be able to consider morning/afternoon classes
- A survey should be performed before final decisions are made. We should try our best to reach as many parents in Rochester as we can for this survey.