

华夏中文学校北部分校  
Northern NJ Huaxia Chinese School

家长委员会 (11 members)  
PTA COUNCIL (11 名委员)

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	黄 俊	Jun Huang			

\*黑体字名字为组长 (Names in bold letters are group leaders)

### 家长委员会成员职责分工:

- 会长: 负责家长会的全面领导工作, 召集家长会会议和家长大会;
- 副会长: 协助会长工作; 会长不在期间, 代理执行会长权力;
- 教学组委员: 负责收集家长对教师、教材和教学方法的意见; 起草华夏北部同学会章程;
- 文体组委员: 组织参加总校的运动会、华夏之星演出, 负责校内文体活动;
- 招募组委员: 吸收赞助商、组织知识讲座、组织募捐活动、组织学生义卖活动等;
- 联谊组委员: 组织内部的百乐餐、野外烧烤、生日庆祝、老人活动等;
- 新闻组委员: 及时对校内的好人好事和各种活动安排进行采访和报道, 与媒体进行沟通;
- 安保组委员: 维护教学区秩序, 管理学生义工, 克服不安全隐患, 实施门前安全停车管理。

### Assignments of the Council Members:

- President: Execute overall leadership of PTA Council and call PTA Council Meetings and Plenary Parents Meetings;
- V.P: Assist President in overall leadership, and act on behalf of President when the latter is absent;
- Academic Affairs: Collect comments and suggestions from parents regarding the teachers, teaching materials and teaching methodology;
- Recreations: Organize and take care of cultural and sport activities within our branch and/or those sponsored by the HQ;
- Donation Collection: Look for sponsors, hold seminars, arrange for donation collecting events, and organize students' sale events;
- Public Relation: Take care of the Potluck, Picnic, student birthdays and other activities including those for the elderly;
- News Report: Cover all the meetings, gatherings, events, etc., interview individuals for news reporting, and keep contact with the media;
- Security: Maintain order, take care of student volunteers, secure safety on campus, and tighten parking control in front of building.