

CONFUCIUS INSTITUTE  
孔子学院



西肯塔基  
WESTERN KENTUCKY

# MONTHLY REPORT

## DECEMBER 2023

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# TO SIMPSON COUNTY SCHOOLS

## Strategic Highlights

December 2023 was a productive month used to finish conducting observations and coming up with a Winter 23/24 webinar training schedule, which can be found in “Projects in Progress.” All teachers are doing well, but some additional training on specific strategies have been identified. We conducted our Youth Chinese Test (YCT) and HSK testing on December 11 – 13, 2023. A total of 742 students signed up. All tests and scantrons have been sent back to China for processing to find out who passed or failed.

## Financial Highlights

As of November 30<sup>th</sup>, the balance in the BG Education Management Solutions, Inc. account was \$23,791.10 and \$50,000.00 was requested during the month, for a total of \$83,791.10. During the month of December 2023, a total of \$65,898.54 was spent, with the largest expenses in supplies and independent contractors. The balance as of December 31, 2023, was \$17,892.56.

## Operating Highlights

Recruitment for the upcoming academic year began as of October 1, 2023 and closed the recruitment effective November 30<sup>th</sup> having met its requirements for the upcoming academic year. CIWKY will continue to vet these candidates and recruit new candidates until our pool of teachers for next year has been fulfilled. The CIWKY seeks to have a total of 60 teachers in the U.S. for the academic year 2024/2025.

## Looking Ahead

The program seeks to position itself to take the program nationally and not just teachers in Kentucky.

Please read through the document and advise of any questions or concerns.

**Terrill D. Martin**  
**Director (Confucius Institute of Western Kentucky)**  
**President/CEO (BG Education Management Solutions, Inc.)**

# FINANCIAL SUMMARY

As of November 30<sup>th</sup>, the balance in the BG Education Management Solutions, Inc. account was \$23,791.10 and \$50,000.00 was requested during the month, for a total of \$83,791.10. During the month of December 2023, a total of \$65,898.54 was spent, with the largest expenses in supplies and independent contractors. The balance as of December 31, 2023, was \$17,892.56. Due to the uncertainty of receiving additional funds, a frugal approach was taken. Some of the following measures were taken:

- **Chinese International Education Foundation (CIEF)/North China Electric Power University (NCEPU) Budgets** – The CIWKY has submitted the budget for 2024 on January 1, 2024. A total of \$881,844USD was requested, which should be deposited on March 31, 2024.
- **Billings for Confucius Institute Teachers** – All billings for academic year 2023/2024 has been billed as of September 2023 for a total of \$148,000 to schools/districts.

Please see below for a snapshot of the expenses and projected revenue for December 2023. In addition, the balance sheet, and receipts of all expenditures (including receipts) are included with the financial report. The balance on the ledger as of December 31, 2023, was \$17,892.56. The funds are not enough to cover January 2024; thus, this is the formal request to transfer **\$50,000.00**.

	2023		2024
	Forecast	Actual	Forecast
	December	December	January
<b>Revenue</b>			
Deposit Correction	\$995.50	\$995.50	
Current Balance	\$23,791.10	\$23,791.10	\$17,892.56
Hanban	\$50,000.00	\$50,000.00	\$50,000.00
REVENUE - School Billings			
<b>Total Revenue</b>	<b>\$74,786.60</b>	<b>\$74,786.60</b>	<b>\$67,892.56</b>
<b>Expenses</b>			
T. Martin Salary	\$10,064.00	\$10,064.00	\$10,064.00
T. Martin Bonus (27.5%)			
T. Martin Reimbursement	\$15,000.00		\$10,002.00
Li Bo (Contract NCEPU)			
Ms. Ji Hui	\$2,500.00	\$2,500.00	\$2,500.00
Ms. Chang Xiqian (Teacher)			
Wei Anmin (Teacher)			
Guan Xin (Teacher)			
Mr. Tang Jie (Teacher)			
Ms. Tang Lei (Teacher)			
Ms. Wei Lili (Teacher)			
Mr. Ouyang Xiaosheng (Teacher)			
Ms. Zhang Huan (Teacher)			
Ms. Zhao Wangya (Teacher)			
Ms. Cheng Mingxin (Teacher)			
Ms. Bin Mingzhi			
Ren Shuai	\$525.00		\$525.00
Mr. Ren Yi (Mandarin Tutor)	\$3,000.00	\$3,000.00	\$3,000.00
Quickbooks Fee	\$14.00	\$10.50	\$8.75
Ms. Tian Peile (Teacher)	\$3,000.00	\$3,000.00	
Jiang Yushan (Teacher)			
Ben Ye (Teacher)			
Taylor S. Martin (Marketing/Communications Director)	\$5,000.00	\$4,500.00	\$4,500.00
Dr. Wei-Ping Pan (Contract NCEPU)			
Zhao Yaqian (Rent & Salary)			
Oak Tree and a Rose (Consultant)	\$5,834.00	\$5,834.00	\$5,834.00
Legacy Cleaning	\$500.00	\$400.00	\$500.00
Song Fan (Teacher)			
Chen Sisi (Teacher)			
Jia Yijuan (Teacher)			
Taxes			
Accountant			
Legal Fees	\$39.99	\$39.99	\$39.99
Program Coordinator			
Rental Space - BG (1800sft)	\$4,150.00	\$4,150.00	\$4,150.00
Rental Space - StorPlace	\$400.00	\$364.00	\$364.00
Program Liability Insurance			
Visa Processing			
Teacher Health Insurance			
KY Certification Certificate	\$2,000.00	\$2,600.00	\$2,000.00
Professor Fees (Portfolios)			
China Trip	\$5,000.00	\$4,372.48	\$5,000.00
Housing			
Business Travel (Domestic)	\$1,000.00		\$1,000.00
Training Fees			
Observations	\$1,000.00	\$1,390.03	\$1,000.00
Mileage	\$500.00		\$500.00
Fall Professional Development			
Spring Professional Development/New Year Celebration			
Marketing/Visiting/Etc.	\$400.00		\$400.00
Confucius Classroom		\$6,990.00	
Pamphlets/Booklets			
Events (Chinese Bridge)			
WorldFest			
BG International Festival			
Asian Lantern Festival (Zoo)			
Email Network (Keystone) Microsoft			
365	\$465.00	\$396.59	\$465.00
<b>Transfers</b>	\$1,900.00		\$1,900.00
Misc.	\$3,000.00	\$7,282.45	\$3,000.00
<b>Total Expenses</b>	<b>\$65,291.99</b>	<b>\$56,894.04</b>	<b>\$56,752.74</b>
<b>Net Profit/Loss</b>	<b>\$9,494.61</b>	<b>\$17,892.56</b>	<b>\$11,139.82</b>

# OPERATIONAL SUMMARY

## Teacher Placements 2023/2024

Please see Appendix A for placements for this upcoming year.

## 2024 Budget

Please see Appendix B for the budget requested for this upcoming year.

# PROJECTS IN PROCESS

CIWKY is presently working on activities for the 2023 academic year and beyond, which will be completed in 2023.

Please see the Winter 23/24 Webinar Teacher Training Sessions:

- December 6th - Behavioral Management Plans Elementary Schools - 6:00pm CST
- December 7th - Behavioral Management Plans Middle & High - 6:00pm CST
- December 12th - Establishing Classroom Procedures - 5:00pm CST
- January 9th - Using Questioning Techniques - 5:00pm CST
- February 13th - Initiating Group Work - 5:00pm CST

In March 2023, CIWKY processed 1,421 YCT tests to our students in K-12 and the tests were completed and tabulated. Based on the results, we have a pass rate of 79.17% overall with the breakouts in Appendix C. CIWKY has tested an additional 791 students ranging from YCT 1 – HSK 5 from December 11 – 13, 2023. The tests have been sent to China for processing.

Please see the upcoming projects/programs:

- **YCT/HSK Fall Testing**
  - December 11 – December 13, 2023
  - 791 tests
- **YCT/HSK Spring Testing**
  - March 18 – 20, 2024
  - 2,000 tests
- **Chinese New Year Celebration & Training**
  - TBD
- **Inaugural Mandarin Language Exhibition**
  - Saturday, May 11, 2023
  - Holiday Inn University Plaza

# CONTACT & COMPANY INFORMATION

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## Appendix A - Teacher Placements 2023/2024

2023/2024 Academic Year Mandarin Language Teacher Roster								
Revised 07/24/2023								
CLCEC Funded Teachers								
	Home Location	Last Name	First Name	Funding Source	School	City	State	Comments
1	China	Guo	Huiping	CLEC	Talent Academy	Missouri City	Texas	
2	China	Zhuang	Yan	CLEC	St. Augustine High School	New Orleans	Louisiana	
3	China	Tian	Peile	CLEC	Audbon Charter Upper School	New Orleans	Louisiana	
NCEPU Returning Funded Teachers								
	Home Location	Last Name	First Name	Funding Source	School	City	State	Comments
1	China	Kang	Shan	NCEPU	Jennings Creek Middle School	Bowling Green	Kentucky	
2	China	Rui	Xitong	NCEPU	Jennings Creek Middle School	Bowling Green	Kentucky	
3	China	Xu	Yuan yuan	NCEPU	Plano Elementary	Bowling Green	Kentucky	
4	China	Ben	Ye	NCEPU	Warren Elementary School	Bowling Green	Kentucky	
5	China	Li	Wenbin	NCEPU	Frederick Fraize High School	Cloverport	Kentucky	
6	China	Qin	Jingyun	NCEPU	East Oldham Middle School	Crestwood	Kentucky	
7	China	He	Chengfei	NCEPU	South Oldham Middle School	Crestwood	Kentucky	
8	China	Yang	Jie	NCEPU	Franklin Simpson Middle School	Franklin	Kentucky	
9	China	Sun	Yuxuan	NCEPU	East Oldham Middle School	Goshen	Kentucky	
10	China	Xu	Jimin	NCEPU	North Oldham Middle School	Goshen	Kentucky	
11	China	Wang	Zhirui	NCEPU	Oldham County Middle School	La Grange	Kentucky	
12	China	Wu	Ling	NCEPU	Butler County High School	Morgantown	Kentucky	
13	China	Zhang	Huan	NCEPU	North Butler County Middle School	Morgantown	Kentucky	
14	China	Jin	Rongrong	NCEPU	Audubon Charter Lower School	New Orleans	Louisiana	
15	China	Lu	Di	NCEPU	Audubon Charter Upper School	New Orleans	Louisiana	
16	China	Ren	Shuai	NCEPU	St. Augustine High School	New Orleans	Louisiana	
17	China	Liu	Meng	NCEPU	Cathedral High School	St. Cloud	Minnesota	
18	China	Zhao	Wangya	NCEPU	Franklin Simpson High School	Franklin	Kentucky	Local Hire Transfer
18	China	Cheng	Mingxin	NCEPU	Simpson County Elementary School	Franklin	Kentucky	Local Hire Transfer
20	China	Wei	Lili	NCEPU	Butler County Middle School	Morgantown	Kentucky	Local Hire Transfer
21	China	Song	Fan	NCEPU	Kalamazoo Central High School	Kalamazoo	Michigan	Local Hire Transfer
22	China	Chen	Sisi	NCEPU	Hillside Middle School	Kalamazoo	Michigan	Local Hire Transfer
23	China	Shen	Fang	NCEPU	Bristow Elementary	Bowling Green	Kentucky	
24	China	Chen	Peiyong	NCEPU	Alvaton Elementary School	Alvaton	Kentucky	
25	China	Luo	Xinqiong	NCEPU	Talent Academy	Missouri City	Texas	
NCEPU NEW Funded Teachers								
	Home Location	Last Name	First Name	Funding Source	School	City	State	Comments
1	China	Wang	Qian	NCEPU	North Oldham Middle School	Goshen	Kentucky	
2	China	Pan	Lili	NCEPU	Plano Elementary School	Bowling Green	Kentucky	
3	China	Jiang	Shang	NCEPU	Drakes Creek Middle School	Bowling Green	Kentucky	
4	China	Tang	Jie	NCEPU	Simpson County Elementary School	Franklin	Kentucky	
DLUFL NEW Funded Teachers								
	Home Location	Last Name	First Name	Funding Source	School	City	State	Comments
1	China	Xia	Xiuying	DLUFL	Lincoln Elementary School	Simpson	Kentucky	
2	China	Bao	Ruoran	DLUFL	Western Michigan University	Kalamazoo	Michigan	
3	China	Wang	Rui	DLUFL	South Warren Middle School	Bowling Green	Kentucky	
4	China	Li	Yanfu	DLUFL	Bristow Elementary	Bowling Green	Kentucky	
5	China	Lu	Qixue	DLUFL	Drakes Creek Middle School	Bowling Green	Kentucky	
6	China	Liu	Yang	DLUFL	Audubon Lower School	New Orleans	Louisiana	
7	China	He	Jiayi	DLUFL	Warren Elementary School	Bowling Green	Kentucky	
8	China	Rong	Xiao	DLUFL	Loy Norrix High School	Kalamazoo	Michigan	
9	China	Zhang	Yang	DLUFL	Oldham County Middle School	La Grange	Kentucky	
10	China	Zhang	Jing	DLUFL	South Warren Middle School	Franklin	Kentucky	
11	China	Li	Xuan	DLUFL	Alvaton Elementary School	Alvaton	Kentucky	

## Appendix B - 2024 Budget Request

孔子学院项目支出预算明细表						
序号 No.	项目名称 Project	所需经费 Budget				外币填报USD
		人员 Staff	办公 Office	设备 Equipment	活动 Activity	合计 Subtotal
1	2024年Logan县学区孔子课堂运营	\$3,600.00	\$3,240.00	\$0.00	\$3,160.00	\$10,000.00
2	2024年鲍灵格林汉语学习中心孔子课堂运营	\$3,600.00	\$3,240.00	\$0.00	\$3,160.00	\$10,000.00
3	2024年鲍灵格林独立学区孔子课堂运营	\$3,600.00	\$3,240.00	\$0.00	\$3,160.00	\$10,000.00
4	2024年Barren县学区孔子课堂运营	\$3,600.00	\$3,240.00	\$0.00	\$3,160.00	\$10,000.00
5	2024年Boyle县学区孔子课堂运营	\$3,600.00	\$3,240.00	\$0.00	\$3,160.00	\$10,000.00
6	2024年St. Francis高中孔子课堂运营	\$3,600.00	\$3,240.00	\$0.00	\$3,160.00	\$10,000.00
7	2024年St. Francis初中孔子课堂运营	\$3,600.00	\$3,240.00	\$0.00	\$3,160.00	\$10,000.00
8	2024年Trinity高中孔子课堂运营	\$3,600.00	\$3,240.00	\$0.00	\$3,160.00	\$10,000.00
9	2024年Gatton数理高中孔子课堂运营	\$3,600.00	\$3,240.00	\$0.00	\$3,160.00	\$10,000.00
10	2024年Owensboro/Daviess县学区孔子课堂运营	\$3,600.00	\$3,240.00	\$0.00	\$3,160.00	\$10,000.00
11	2024年Simpson县学区孔子课堂运营	\$3,600.00	\$3,240.00	\$0.00	\$3,160.00	\$10,000.00
12	2024年Hardin县学区孔子课堂运营	\$3,600.00	\$3,240.00	\$0.00	\$3,160.00	\$10,000.00
13	2024年Cloverport独立学区孔子课堂运营	\$3,600.00	\$3,240.00	\$0.00	\$3,160.00	\$10,000.00
14	2024年Butler县学区孔子课堂运营	\$3,600.00	\$3,240.00	\$0.00	\$3,160.00	\$10,000.00
15	2024年Emmett Field 小学孔子课堂运营	\$3,600.00	\$3,240.00	\$0.00	\$3,160.00	\$10,000.00
16	2024年圣三一一路德教会学校孔子课堂运营	\$3,600.00	\$3,240.00	\$0.00	\$3,160.00	\$10,000.00
17	2024年Central City 小学孔子课堂运营	\$3,600.00	\$3,240.00	\$0.00	\$3,160.00	\$10,000.00
18	2024年米伦伯格北部初中孔子课堂运营	\$3,600.00	\$3,240.00	\$0.00	\$3,160.00	\$10,000.00
19	2024年Stuart Pepper初中孔子课堂运营	\$3,600.00	\$3,240.00	\$0.00	\$3,160.00	\$10,000.00
20	2024年Meade县高中孔子课堂运营	\$3,600.00	\$3,240.00	\$0.00	\$3,160.00	\$10,000.00
21	2024年孔子学院日常运营	\$50,000.00	\$42,500.00	\$0.00	\$26,400.00	\$118,900.00
22	2024年汉办教师欢迎招待会	\$4,356.00	\$0.00	\$0.00	\$4,235.00	\$8,591.00
23	2024年网络教学计划	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24	2024年鲍灵格林孔子学院日活动	\$13,200.00	\$16,500.00	\$0.00	\$13,200.00	\$42,900.00
25	2024年孔子学院汉语文化市场拓展	\$22,000.00	\$16,500.00	\$0.00	\$22,000.00	\$60,500.00
26	2024年社区成人汉语班	\$6,534.00	\$5,990.00	\$0.00	\$13,504.00	\$26,028.00
27	2024年肯塔基州教师资格证培训	\$55,000.00	\$0.00	\$0.00	\$38,500.00	\$93,500.00
28	2024年中国文化巡展	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
29	2024年汉语教学水平追踪	\$0.00	\$0.00	\$0.00	\$16,500.00	\$16,500.00
30	2024年汉语教师职业技能培训	\$9,075.00	\$0.00	\$0.00	\$16,500.00	\$25,575.00
31	2024年全美外语教学及世界语言博览会	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00
32	2024年感恩节学区走访	\$2,200.00	\$0.00	\$0.00	\$23,100.00	\$25,300.00
33	2024年汉办教师到任安置	\$0.00	\$0.00	\$0.00	\$55,000.00	\$55,000.00
34	2024年肯塔基州教育工作者团访问中国	\$11,000.00	\$6,050.00	\$0.00	\$30,250.00	\$47,300.00
35	2024年暑期汉语语言沉浸式项目	\$11,000.00	\$5,000.00	\$0.00	\$11,000.00	\$27,000.00
36	2024年牛年春节庆祝活动	\$11,000.00	\$0.00	\$0.00	\$22,000.00	\$33,000.00
37	2024年汉语桥竞赛	\$12,000.00	\$10,000.00	\$0.00	\$8,000.00	\$30,000.00
38	2024 汉语教师峰会/新教师培训	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
39	2024 高中赴华研学游（孔子课堂）	\$10,000.00	\$7,000.00	\$0.00	\$19,750.00	\$36,750.00
40	2024年YCT/HSK考试中心	\$15,000.00	\$3,000.00	\$0.00	\$15,000.00	\$33,000.00
总计Total 本行已设置公式，自动填充		\$304,365.00	\$177,340.00	\$0.00	\$400,139.00	\$881,844.00

## Appendix C - YCT Results

2023 Spring YCT Results					
YCT 1					
	Total	Passed	Percentage		Weighted
Yang Jie	155	154	99.35%		13.69%
Li Hui	157	146	92.99%		12.98%
Wei Anmin/Wang Zhirui	143	143	100.00%		12.71%
Zhang Huan	235	133	56.60%		11.82%
Ouyang Xiaosheng	95	95	100.00%		8.44%
Bin Mingzhi	94	90	95.74%		8.00%
Jiang Yushan/He Chengfei	81	56	69.14%		4.98%
Wei Lili	44	40	90.91%		3.56%
Jia Yijuan/Guo Huiping	43	39	90.70%		3.47%
Guan Xin/Wu Ling	35	34	97.14%		3.02%
Zhao Wangya	30	30	100.00%		2.67%
Qin Jingyun/Sun Yuxuan	31	29	93.55%		2.58%
Ren Shuai	34	28	82.35%		2.49%
Lu Di/Tian Peile	27	25	92.59%		2.22%
Liu Meng	23	23	100.00%		2.04%
Cheng Mingxin	135	20	14.81%		1.78%
Song Fan	19	17	89.47%		1.51%
Zhaung Yan	30	15	50.00%		1.33%
Li Wenbin	10	8	80.00%		0.71%
<b>Number Taken</b>	<b>1421</b>				
<b>Number Passed</b>		<b>1125</b>			
			<b>79.17%</b>		<b>100%</b>

## 2023 Spring YCT Results (Elementary)

YCT 1				
	Total	Passed	Percentage	
Li Hui	157	146	92.99%	39.78%
Zhang Huan	235	133	56.60%	36.24%
Jia Yijuan/Guo Huiping	43	39	90.70%	10.63%
Qin Jingyun/Sun Yuxuan	31	29	93.55%	7.90%
Cheng Mingxin	135	20	14.81%	5.45%
<b>Number Taken</b>	<b>601</b>			
<b>Number Passed</b>		<b>367</b>		
			<b>61.06%</b>	100.00%

## 2023 Spring YCT Results (Middle)

YCT 1				
	Total	Passed	Percentage	
Yang Jie	155	154	99.35%	24.37%
Wei Anmin/Wang Zhirui	143	143	100.00%	22.63%
Ouyang Xiaosheng	95	95	100.00%	15.03%
Bin Mingzhi	94	90	95.74%	14.24%
Jiang Yushan/He Chengfei	81	56	69.14%	8.86%
Wei Lili	44	40	90.91%	6.33%
Qin Jingyun/Sun Yuxuan	31	29	93.55%	4.59%
Lu Di/Tian Peile	27	25	92.59%	3.96%
<b>Number Taken</b>	<b>670</b>			
<b>Number Passed</b>		<b>632</b>		
			<b>94.33%</b>	100.00%

## 2023 Spring YCT Results (High)

YCT 1				
	Total	Passed	Percentage	
Guan Xin/Wu Ling	35	34	97.14%	21.94%
Zhao Wangya	30	30	100.00%	19.35%
Ren Shuai	34	28	82.35%	18.06%
Liu Meng	23	23	100.00%	14.84%
Song Fan	19	17	89.47%	10.97%
Zhaung Yan	30	15	50.00%	9.68%
Li Wenbin	10	8	80.00%	5.16%
<b>Number Taken</b>	<b>181</b>			
<b>Number Passed</b>		<b>155</b>		
			<b>85.64%</b>	100.00%