

Minutes

Cupertino Language Immersion Program (CLIPCO)
Board of Directors Meeting
Meyerholz Elementary School
6990 Melvin Drive, San Jose, CA 95129
Thursday November 20, 2014 at 7:00 pm, GLC

- 1) Preliminary
 - a) Photo for yearbook 7:05 pm
 - b) Call to order 7:19 pm
 - c) Moment of silence in remembrance of Ethan Wong
 - d) Roll call
 - i) *Members present:* Novey Chou, Terri Shieh-Newton, Kuimeuy Wang, Nan Jiang, Michèle Huie, Jon Campbell, Brenda Huang, Sherman Chan, Sylvia Leong, Ann Ruckstuhl, Walter Perez, Mike Wang, Bill Steinmetz, Marge Sung, Liang-Hui Lee, Wendy Chew
Members absent: Rachel Yuen, Wen-Kai Weng,
 - ii) *Administrators/Teachers/CAC present:* Steve Burrell, Drew Coleman, Grace Lee
Administrators/Teachers/CAC absent: Ching-Pei Hu
 - iii) *Community members present:* Linda Chu
 - e) Approval of October minutes- *amendments: none- **Vote: unanimously approved***
- 2) Officer's Reports
 - a) President's report (Novey Chou)
 - i) The Silicon Valley Chinese Star contest was held in October. Meyerholz sent 15 contestants. Our students won 9 awards, the most of any day school in attendance. 470 students participated in the contest this year.
 - ii) Miller Middle school had three teams (2 CLIP, 1 neighborhood) at the Saratoga Library's 6th grade Battle of the Books competition in November. The CLIP team 'Apple Pie' won first place out of the 32 teams.
 - iii) Motion for the approval of the purchase of the flower arrangement and card in memory of Ethan Wong – Unanimously approved. A memorial bike ride is scheduled for November 26 from 3:45-4:45 starting at the Monta Vista high school drop-off area. Wendy to forward more details. *Memorial ride was postponed until the spring.*
 - b) Treasurer's report (Kuimeuy Wang and Nan Jiang)
 - i) Great Direct Give campaign this year. We ended with an incredible 98% participation/98% goal raised!
 - ii) K-5 tax receipts will be sent home via the Thursday folder. Middle School receipts will be mailed. ACTION ITEM: Representative, please email parents to have them watch for the receipts.
 - iii) Our CLIPCO tax return for 8/2013-7/2014 is due December 15. We are using the same CPA.
 - iv) The distributed finance report for October does not reflect almost \$50,000 still in our PayPal account.
 - c) Principals' Reports
 - i) Meyerholz (Drew Coleman, Vice-Principal)
 - (1) Report cards go home tomorrow. It is a time to celebrate the hard work and accomplishments of our children.
 - (2) At the PTA meeting on Wednesday November 19, they fully funded their three initiatives for this school year: Technology, Health and Wellness, Learning Environment. This includes \$25,000 to purchase Chromebooks and MacBook Air notebook computers. They should arrive on campus by January 1, 2015. With this new technology, the student to device ratio on campus is: K-1st grade 4:1, 2nd-3rd grade 2:1, 4th-5th grade 1:1.

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- (3) The School District is also adding TVs, projectors, and speakers to classrooms, changing what classrooms look like with technology and how kids learn.
 - (4) CLIP tour dates are posted on the school website. ACTION ITEM: 6 to 8 parent volunteers are needed per session to lead school tours for interested parents.
 - (5) Student writing is a school board priority for 2014-15. Writers' workshop (in English) was added to the curriculum in every grade. CLIP teachers are collaborating to create Mandarin and English cross-curriculum partnerships to enrich student writing in both languages.
 - (6) The 2nd grade celebration of writing is tomorrow, Friday November 21. This celebration came out of Writers' Workshop.
 - (7) Amado Padilla and Duarte Silva from the California Foreign Language Project will be back at Meyerholz on December 12. They will go to both campuses to continue their program review.
 - (8) The new school office finally broke ground. Construction is projected to be finished by spring break. Heavy construction will be limited to afternoons after final bell.
- ii) Miller (Steve Burrell, Principal)
- (1) Miller is heading into a modernization phase funded by site finds and bond monies. Classes 1-6 and 13-18 will move into portables over the winter break. The other classes will swap out to the portables later in the year and the final phase will be completed over the summer. Construction includes: refreshing classroom flooring, paint, and an AV equipment update to free up instructional space.
 - (2) The annual disaster drill was held at the beginning of November. It was a good review of procedures and supplies.
 - (3) On the Friday before the Veteran's Day holiday, Miller held a special assembly for all 1300 students. The school invited 30 veterans to speak about their experiences, the band and choir performed, and Boy and Girl Scouts held a special flag ceremony. The veterans also had the opportunity to talk to individual classes and meet the school community at a reception.
 - (4) Technology purchases: The Miller foundation contributed \$85,000. The school combined it with some outside funding sources. The 6th grade team now has 1:1 student to device ratio for language arts and social studies classes with 60 Chromebooks divided onto 3 carts and the existing 3 MacBook carts. The new computers will be up and running by the end of January. Carts will be interchangeable across disciplines. MacBooks are good for creating podcasts and videos. Word processing is better on Chromebooks.
 - (5) The middle school CLIP Tour will be held on January 20th during 4th period from 11:30-12:30. ACTION ITEM: CLIPCO to send Miller the form used at Meyerholz CLIP tours that informs interested families about the need for ongoing parent funding to financially support the CLIP program.
 - (6) 6th grade information sessions will be scheduled. There will be general and CLIP specific sessions. The CLIP session will be during open enrollment.
 - (7) This school year, for the first time, CLIP filled all 6th grade empty seats at Miller. It is good to have a full class and hope the trend will continue.

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- (8) 6th grade highlights: CLIP art projects about Egypt and hieroglyphs. Language arts lessons about musical instruments and Chinese idioms. Students wrote letters to their Taiwanese pen pals.
 - (9) 7th grade highlights: Cathy Lu is long-term subbing for Ms. Lin
 - (10) 8th grade highlights: Chinese book reports. Social studies about the American Revolution.
 - (11) Chinese power hour is meeting Mondays, Tuesdays, and Wednesdays.
 - (12) Ms. Chern started a Chinese culture club on Fridays at lunch.
 - (13) Site based professional development is focusing on accountable talk. Strategies to hold discussions and work through questions.
 - (14) Exploration of a possible CLIP High School Program – At the discussion with the Lynbrook Principal, the team learned that the superintendent gave an affirmative no. Andrew Pickholz is looking in to meeting with the Superintendent to discuss the issue and hear the reasoning for no. Parent push for a high school component of CLIP should come from the parents of primary students.
- 3) Committee reports
- a) Election Committee (Jon Campbell and Michael Wang)
 - i) Kindergarten is in the middle of an election for a second Kindergarten Representative, Linda Chu.
 - b) Fundraising Committees
 - i) Direct Give Contest Committee (Terri Shieh-Newton)
 - (1) The contest raised \$231,908 before corporate matching funds, 98% of the goal.
 - (2) A group of parents will treat all Miller CLIP students to ice cream as a reward for the amazing Direct Give contest.
 - (3) Which color should we order for the prize T-shirts? Lighter grass green 11 votes, darker green 5 votes. **Vote: order grass green T-shirt**
ACTION ITEM: Send Wen-Kai (cc: Terri) final T-shirt numbers on Friday evening or Saturday morning. Make sure to include teachers and add default sizing to all who did not reply. Change permissions to “view only” on Google Docs. Suggest that representatives hand out shirts at class holiday parties. ACTION ITEM: Terri to find a time for representatives to meet, sort and pick-up shirts.
 - (4) Jon ordered the Grand prizes.
 - (5) Parents would like to purchase T-shirts. There would not be an additional cost to change the color of the shirt offered to parents. Orders must be paid in advance or shirts will not be ordered. The offer will be made available because of the unprecedented participation rates in the Direct Give campaign. Price is TBD.
 - (a) Should CLIPCO offer the Direct Give prize Year of the Sheep T-shirts to parents? Vote: 10 yes, 5 no, 5 abstain. **Yes, offer T-shirts to parents**
 - (b) Should the shirts be offered in a different color from the prize shirts for students and staff? Vote: 19 yes, 1 abstain **Kathleen to choose the color for parent shirt.**
 - c) Cultural Enrichment Committees
 - i) Chinese Language Contest –
 - (1) CLIPCO is not offering the contest this year. No one stepped up to run it. It ran from 2006-2013. ACTION ITEM- Novey to craft a message to the CLIP

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community reminding everyone of other contests available and the need for volunteers to run school events like CLC.

- ii) ASEP (Sylvia Leong)
 - (1) The Winter showcase is coming up on Friday evening December 12.
- iii) CLIP Art (Marge Sung)
 - (1) Reminder that parent helpers are welcome in CLIP art classes. Please pass on names of anyone who might be interested in teaching next year.
- d) Community Outreach Committees
 - i) Technology and Communications (Novey Chou and Sherman Chan)
 - (1) Website/email (Novey for Sherman)
 - (a) Sherman has reclaimed the WikiSpace. ACTION ITEM: Sherman to solicit suggestions about Mandarin resources for students to post in the WikiSpace from the CLIP community.
 - (2) Newsletter (Novey Chou)
 - (a) The next newsletter will go out the first week of December. It will feature the contest winners (listed above in President's report) and CLIP art samples. ACTION ITEM: send photos of contest winners and other items for inclusion in the newsletter to Novey.
 - (3) IT Support (Wendy Chew)
 - (a) Because the school district and PTA are putting so much money and effort into new hardware for all students this year, CLIPCO is just maintaining existing purchases.
 - ii) Spring Banquet
 - (1) After investigation, Dynasty is still the most cost effective location for the banquet.
 - (2) Suggestion to fund the 8th grade plaques through the curriculum budget sent to MCAC. Plaques are essentially a CLIP diploma.
 - (3) Banquet date will be either May 15 or 29.
 - iii) Community Events Committee (Walter Perez)
 - (1) 5th grade CLIP parents will hold a rootbeer party in honor of winning the CLIP welcome picnic scavenger hunt.
- 4) Adjourned 9:25 pm

Next meeting will be held on December 18, 2014