

## Minutes

Cupertino Language Immersion Program (CLIPCO)  
Board of Directors Meeting  
Meyerholz Elementary School  
6990 Melvin Drive, San Jose, CA 95129  
Thursday February 26, 2015 at 7:00 pm, GLC

- 1) Preliminary
  - a) Call to order 7:08 pm
  - b) Roll call
    - i) *Members present:* Novey Chou, Kuimeuy Wang, Nan Jiang, Kathleen Ko, Linda Chu, Michèle Huie, Rachel Yuen, Jon Campbell, Brenda Huang, Mike Wang, Marge Sung, Liang-Hui Lee  
*Members absent:* Terri Shieh-Newton, Wen-Kai Weng, Sherman Chan, Sylvia Leong, Ann Ruckstuhl, Walter Perez, Bill Steinmetz, Wendy Chew
    - ii) *Administrators/Teachers/CAC present:* Steve Burrell, Drew Coleman, Grace Lee  
*Administrators/Teachers/CAC absent:* Ching-Pei Hu
    - iii) *Community members present:*
  - c) Approval of January minutes *approved*
- 2) Officer's Reports
  - a) President's report (Novey Chou)
    - i) The 2015-16 CLIP Budget will be discussed and voted on at the March CAC meeting held one week before the CLIPCO meeting. Upon receipt, it will immediately be sent to CLIPCO members for review along with a link to a Google Document when representatives can post questions in advance of the March meeting. The questions will be given to school administrators and addressed at the meeting.
    - ii) The San Francisco Chinese New Year Parade will be held on Saturday March 7. The Meyerholz/Miller parade team will be on TV this year.
  - b) Treasurer's report (Kuimeuy Wang and Nan Jiang)
    - i) Terri and Novey still need to review and sign the tax return.
    - ii) Can the treasurers provide a snapshot of our program year to date costs (e.g. curriculum costs)?
    - iii) The Direct Give parent T-shirt income is listed on the current financial report. We made about \$200.
    - iv) The last of the missing Direct Give tax receipts are being issued.
  - c) Principals' Reports
    - i) Meyerholz Principal (Drew Coleman)
      - (1) The report card team worked on the new Mandarin report card in preparation for the new Common Core report coming in fall 2015.
      - (2) Ching-Pei and Chia Ching are presenting at the National Association of Bilingual Education. They are presenting on developing and sustaining an immersion program.
      - (3) All teachers participated in lab observations with debriefing session for Writers Workshop at 3 different schools: McAuliffe, Blue Hills, and Meyerholz.
      - (4) Professional development is moving forward with work on a scoring/assessment of student writing in Mandarin.
      - (5) On March 10 at 6pm, Meyerholz students will present a "day in the life" at the School Board meeting. Please attend to support our students.
      - (6) Office construction should be completed by April 1. Staff if hoping to be moved in by Spring Break.
      - (7) The Superintendent will be sending out more information about the new district-wide full day Kindergarten program on Monday March 2.

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- ii) Miller Principal (Steve Burrell)
  - (1) The campus modernization project is progressing. Phase 1 is currently in progress. Phase 2 will start over Spring break. Summer is phase 3. The classroom renovations include: new carpet, paint, a tackable wall surface, back countertops, projectors.
  - (2) CLIPCO is sponsoring Mr. Burrell as a chaperone on the 10 day Hsinchu Sister City Trip to Taiwan in April.
  - (3) Meyerholz students joined Miller students for a Lion Dance performance at Miller Middle School for the Chinese New Year celebration on February 26.
  - (4) Ms. Chern's class will give class presentations to 5<sup>th</sup> grade Meyerholz students.
  - (5) The general 6<sup>th</sup> grade information night for all incoming students will be held next Tuesday, March 3, at 6 pm.
  - (6) Electives night will be on Tuesday March 17 at 6 pm.
  - (7) STAMP and writing testing will occur the 1<sup>st</sup> week of March: Monday 3/2 STAMP Reading, Tuesday 3/3 STAMP Writing, Wednesday 3/4 STAMP Speaking, Thursday 3/5 STAMP Listening, Friday 3/6 Fremont High School District Writing Test results go to the high schools for student placement.
  - (8) Students have been working on Blog entries in Chinese. Student Blogs can be found on Ms. Chern's class website.
  - (9) The 7th grade students in Mandarin class concluded their MTV style videos and had a show before the break. Everyone served as a judge and evaluated all the music movies. They also reflected on this project and most said they had a positive experience with making the movies, which helped them understand the songs, copyrighted materials, and fair use. Most students also had a good time working together.
  - (10) 6<sup>th</sup> grade is presenting their 1st book report with their diorama artwork in Mandarin. The students finished the "math"/problem solving lesson and are now moving into the next lesson about teamwork and giving directions. There will be a small mapping project, mixing in math teamwork assignments on mapping.
  - (11) Advanced band went to Sacramento to the State band conference. This was a big honor since few middle schools are invited to attend.
  - (12) Advanced choir was invited to a national level conference in Utah at the end of February. They are there now.
- 3) Committee reports
  - a) Fundraising Committees
    - i) Direct Give Contest Committee
      - (1) Need to document ideas for changes to give to next year's group.
    - ii) Dining for Dollars (Fundraisers)
      - (1) Fund raising option at Shoreline Park. They offer a group rate that could be used to host a community event on a Staff Learning day or perhaps on the Friday after the last day of school. The rate could be \$15 per person during the week. This could be a fun community builder.
    - iii) Book Fair and Library Committee (Brenda Huang)
      - (1) Brenda purchased 26 books for the resource center and individual classrooms over the winter break. They were cataloged and distributed.

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- (2) The Scholastic Spring Book Fair will be held April 7-9. Chinese Books for Children will also sell materials. The book fair will be open in the evening on April 8 for the PTA meeting although the Chinese portion may not be open.
  - b) Cultural Enrichment Committees
    - i) ASEP (Sylvia Leong)
      - (1) ASEP restarts the week of March 16<sup>th</sup>.
    - ii) CLIP Art (Marge Sung)
      - (1) The team is recruiting for next year 2<sup>nd</sup> grade.
  - c) Community Outreach Committees
    - i) Technology and Communications (Novey Chou and Sherman Chan)
      - (1) Newsletter
        - (a) The next issue will come out in mid-March. Please send articles and ideas to Novey.
    - ii) Spring Banquet
      - (1) Wendy is in charge of the banquet committee.
      - (2) Children must attend the banquet with a parent or family guardian.
    - iii) CLIPCO Elections (Jon Campbell and Michael Wang)
      - (1) Recruitment is in process for next year. Jon will poll CLIPCO members to see who is stepping down at the end of the year. Need to recruit new parents to fill representative seats. Elections will be held in April so that incoming CLIPCO representatives can attend the last meeting of the year, held in May.
      - (2) Executive board positions are also available (VP, Secretary).
- 4) Old Business
- a) SAT mock test – Thanks again to CLIPCO for helping with the registration process. There are 48 participants for the test this year. 8th graders- 26, 9th graders- 15, 10th graders- 5, 11th graders, 2, 12th graders- none The low enrollment may be due to one of many factors:
    - i) it was the 1<sup>st</sup> year holding a mock test,
    - ii) it was advertised using former CLIP grade Yahoo email groups from which families may have unsubscribed,
    - iii) it was also advertised using the CLIPCO newsletter and website that may not be read by busy CLIP graduate families,
    - iv) Students may have had other priorities during the weekend,
    - v) students may have encountered registration problems using the two websites (CLIPCO and PayPal),
    - vi) 12<sup>th</sup> graders may have already taken the test.A couple of students who had not completed the CLIP program registered and were accepted for the mock test because there was space.
  - b) Ms. Chern mailed the registration forms and fees to NCACLS.
  - c) Ms. Chern will offer a test prep session during the Miller Chinese Power hour on the Monday prior to the mock test.
  - d) Admission tickets will be sent by email next week.
  - e) Test results will be sent via mail in mid-April.
  - f) Participants will be encouraged to leave a current email address for notifications of future practice test.

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- 5) New Business
  - a) March 28 ANCCS contest
    - i) Why is Meyerholz not participating in the ANCCS contest this year? Because we did not hold our own open contest (CLC) this year, there was no fair process to judge who would be sent to participate. Also, the contest date is the same weekend as the school musical which the 5<sup>th</sup> grade teacher is involved in producing.
    - ii) Miller Middle School students will participate. Ms. Lin (7<sup>th</sup> grade) will be a judge for the contest.
  - b) Reimbursement forms for materials
    - i) All reimbursement forms must have a 2<sup>nd</sup> signature on the "approved by" line. This signature must be either the chair of your committee or the current president of CLIPCO.
- 6) Public Address
- 7) Adjourned

Next meeting will be held on March 19, 2015