

Minutes

Cupertino Language Immersion Program (CLIPCO)
Board of Directors Meeting
Meyerholz Elementary School
6990 Melvin Drive, San Jose, CA 95129
Thursday April 23, 2015 at 7:00 pm, GLC

- 1) Preliminary
 - a) Call to order 7:13
 - b) Roll call
 - i) *Members present:* Novey Chou, Terri Shieh-Newton, Kuimeuy Wang, Nan Jiang, Kathleen Ko, Linda Chu, Michèle Huie, Rachel Yuen, Wen-Kai Weng, 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:
 - ii) *Administrators/Teachers/CAC present:* Drew Coleman, Grace Lee
 - iii) *Absent:* Ching-Pei Hu, Steve Burrell
 - iv) *Community members present:*
 - c) Approval of February minutes - add stamp test to tech personnel duties. Change adjourn time to 10:23 – all yes
- 2) Officer's Reports
 - a) President's report (Novey Chou)
 - i) The May meeting must be rescheduled since it conflicts with Open House.
 - ii) Ms. Huang and other teachers have VHS tapes still used in the classrooms. She requests conversion to DVD. Commercially, this costs about \$25-30 per tape. Brenda Huang volunteers her machine to convert the tapes.
 - iii) The banquet will need to relocate next year. The mall has changed owners and Dynasty will not be there next year. There is another Dynasty restaurant on Storey Rd. but 7th and 4th grade parents should keep an eye out for potential venues.
 - iv) There is a need for more conversational opportunities in Chinese for students, especially those with limited opportunity to speak Mandarin outside of school. Would it be useful to start a conversation club after school? How can classes also change to help support conversational opportunities?
 - v) 2015-16 CLIP Curriculum Budget Update
 - b) Treasurer's report (Kuimeuy Wang and Nan Jiang)
 - i) P&L (no report) – does not show spring banquet income. Checks still being tracked before depositing. Deposit. After 5/1/15 deadline.
 - c) Principals' Reports
 - i) Meyerholz Principal (Drew Coleman)
 - (1) Welcome back from spring break.
 - (2) Thank you for the Banquet invitation.
 - (3) The Cupertino Union School Board voted to make sure all alternative programs have the same enrollment structure. This means that CLIP enrollment officially increases to 24 per classroom in K-3. The impact of increased enrollment on grades 4 and 5 will appear the next year. This means that the district is growing the CLIP program and this will need to be explored over the next few years. Will this mean a combo 4th/5th grade class? Does it mean the possibility of moving to our own campus? How can we support teachers with increased enrollment as well as all the changes happening within the curriculum?
 - (4) MCAC decided to shift the Mandarin/English ratio in 3rd grade to 50/50. This shift makes sense for the curriculum as students move between teachers. This

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change also allows for an additional teacher that does not have to have the Language certification.

- (5) Kindergarten orientation will be held on April 28.
 - (6) CASP testing for 5th grade started this week. The school is having some bandwidth issues. Luckily, time was built into testing to allow for problems. The teachers are promoting this as a low key assessment. They are not spending much time prepping for the test so that it can be a real assessment of skills. No API will be generated this year. Moving forward, assessment will be better built in to the curriculum throughout the year so that problems can be corrected earlier and the CASP will not be so high stakes.
 - (7) The last writing workshop from Teachers College was held this week. It was a lab classroom session where the lesson was given then teachers from three schools gave real time critiques. Teachers are finding that the new curriculum provides better support to students. They are growing an interest in writing by allowing students to write about things they are interested in.
 - (8) Math night is happening on April 30. There will be three sessions.
 - (9) Mr. Keck has started a Meyerholz Soccer team.
 - (10) Staff has finally moved into the new office. New furniture is coming. The copy room and staff lounge are being renovated through the end of the school year. Copiers are in the back of the portable staff lounge.
- ii) Miller Principal (Mr. Kuan for Mr. Burrell)
- (1) Mr. Burrell went to Taiwan with the exchange program where he visited schools and learned about the educational system, Chinese culture, and language.
 - (2) Testing is happening during one period per day on April 27 through May 14.
 - (3) STAMP assessment result went home in early April.
 - (4) 8th grade will visit Angel Island on May 18 for a combined social studies field trip.
 - (5) 7th and 8th grade students will present a cultural fair at Meyerholz for the younger students on Friday May 22nd.
 - (6) 7th grade is studying the Civilizations of the Americas. They are creating multimedia reports. The 7th grade Chinese social studies Renaissance figure pictures and report will be turned into book in May. These students are also writing their first draft of an Affordable Care Act program in Chinese as part of the health initiatives curriculum. Students will share and discuss their initiatives in May.
 - (7) 6th grade researched Greek history and is now writing historical fiction based on their findings. These will be compiled into a class book. The Chinese language class is writing a sequel to the novel they are reading. Students are learning lessons about Confucius and the Confucius ceremony in preparation of honoring their teachers in May.
- 3) Technology budget vote
- a) Amended tech budget.
 - i) Mr. Burrell agreed to provide school tech support for all CLIP MacBooks. In exchange, all students using the classroom with CLIP purchased MacBooks can use the computers. This removes the line item for tech support at Miller for 2015-16.

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- ii) CLIPCO and the school will let the CLIPCO funded laptops and desktops in Meyerholz classrooms die. This means that we will reduce the need for tech support at Meyerholz from 2 hours to 1 hour per day.
- iii) CLIPCO will not provide software updates.
- iv) The Board is postponing the Miller request for new MacBooks. Teachers and administration want to use the proposed increased technology ratios as a recruiting tool for CLIP. The board will wait until the fall to and reconsider the purchase of MacBooks to meet increased enrollment needs to fill in for each grade in order to meet a 1:1 ratio in CLIP classrooms. The board will not provide ongoing technical support for the computers but will fund the personnel needed to complete the initial set-up of the systems.
- v) The board will not fund the Miller request for iPads. The board does not want to compete with the Miller iPad rollout from the District scheduled for the 6th grade in 2017-18.
- vi) The Board will still cover the personnel costs for offering the STAMP and entrance assessments for middle school. This function will become part of the previously funded SP Coordinator position in support of K-8. This testing needs to be added in on the 2015-16 budget line for the SP Coordinator.
- vii) The final budget costs for the technology section of the budget as presented above are:
 - (1) peripherals \$6,000
 - (2) Meyerholz technical support personnel at one hour per day \$7,555With a total of \$13,555.
- viii) Move to amend the tech budget to the new total of \$13555. 15 yes, 1 abstention.
Motion APPROVED.

- 4) Addendum to the budget: There is a need to increase the teacher meeting time budget to allow for a longer meeting at beginning of year. Teachers will need to present this line item increase to CAC and then have it brought back to the board for a vote.
- 5) Committee reports
 - a) Cultural Enrichment Committees
 - i) CLIP Art (Marge Sung)
 - (1) CLIP art is still confirming teachers for 2015-16.
 - b) Community Outreach Committees
 - i) Spring Banquet
 - (1) The due date for RSVPs is May 1.
 - (2) Dynasty food costs are increasing. The banquet will need sponsorships to help cover the cost of the event. Please ask around. Business sponsors can purchase advertising at different levels.
 - (3) Thanks to Walter for preparing the 5th grade certificates.
 - (4) The form does not easily distinguish between purchasing tickets to attend and purchasing tickets to sponsor teachers. These need to be separated out.
 - (5) There is a request to list parent sponsors at the tables where sponsored teachers sit or otherwise thank parents for their donation.

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- ii) CLIPCO Elections (Jon Campbell and Michael Wang) – There are 6 open positions for next year. 3 new representatives have been confirmed. The Board still needs 2nd and 4th grade representatives for next year.
- 6) Adjourned 8:54 - Next meeting will be held on TUESDAY May 19, 2015