



## Notes

Cupertino Language Immersion Program Community Organization (CLIPCO)

### BOARD OF DIRECTORS

Muir Elementary School, 6560 Hanover Drive, San Jose, CA 95129  
Wednesday, September 13th, 2023 at 6:00 pm (in person or virtual)  
[meet.google.com/ovy-gvfi-ggh](https://meet.google.com/ovy-gvfi-ggh)

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#### Attendees:

Position	Name1	Name2
President	Edison Chiu	
Vice President	Margaret Leung	
Secretary	Diana Ong	
Treasurer	Patrick Chiu	Wendy Briggs
Kindergarten	Fori Wang	Lisa Sung
1st Grade	May Wong	James Pacella
2nd Grade	David Chen (6:56pm)	Kimberley Seok
3rd Grade	Liz Lim	Selena Lee
4th Grade	Julie Siripoke (7pm)	I Lin Chen
5th Grade	Michelle Lee	Summer Zhao
6th Grade	Simon Chung	Emery Kuo
7th Grade	Loretta Lu	Cindy Ying
8th Grade	Kevin Jung	Kalila Spain Patty
Muir Principal	Jenn Lashier	
Miller Principal	Anu Iyer	
Miller Assistant Principal	Deborah Lopez	
DGC Chair	James Pacella	

Blue means present

1. Preliminary
  - 1.1. Call to order at 6:08pm
2. Principals' Reports  
*Jenn Lashier, Muir*

Had Back to school night & volunteer training. Embracing Husky high-5. Theme for this trimester - happy to be a husky. Working on transitions- English to Chinese class, from home to school etc and being ready to learn. rolls into Kindness week at the end of Oct. 2nd trimester - helpful husky. 3rd trimester - healthy husky. Kick off to PBIS system - husky treats (no longer bulldog bones) and now bilingual 哈士奇點心 . Getting ready for parent teacher conferences 10/5-10/13. Still in the midst of data collection processes - literably, iReady etc. Signups for parent teacher conferences should be out by Friday

*Anu Iyer, Miller*

Last week was BTSN, parents informed of curriculum, expectations from the teachers, WEB leaders were showing parents around. This week is spirit week (all about childhood -M spongebob yellow, Tu Disney, W Tom & Jerry, Th Peppa Pig, F kid backpack). Really nice to see all the students united and have a sense of belonging. Next week is min day on Thurs 9/21. Getting to the end of data collection (assessments for iReady Eng and Math). Diagnostics are used to place into various different classes. Below grade level will be placed into workshop classes and math iReady is used for placement into accelerated math classes for the next school year.

*Deborah Lopez, Miller VP*

PBIS store is open. Kids can go online and go to the app store and use the points they've earned (given by staff members for kids being RRC) and can choose prizes. Prize Distribution Fri 9/29 at lunch, will have several distribution times throughout the year. Some kids save up their points for larger prizes (Miller sweatshirts, Kona ice ticket). Next Thurs 9/21 5-7pm is the Miller Back to School Bash - the whole community is invited. Waffle Roost, los tres hermanos, 333, kona ice trucks. fire truck. climbing wall. carnival games by leadership. book fair in the library. clubs will have booths to advertise.

### 3. Officer Reports

#### 3.1. President's Report

- Welcome Kinder reps Fori Wang and Lisa Sung
- 1st Grade rep revote complete - James Pacella

- BTSN - Thank you to all the grade reps
- Kinder class - Thank you Dr. Lashier for shade at the kindergarten lunch tables

**Muir Volunteers still needed:**

- Kindness Week (Oct)- mural already going up for it, need someone to lead some school wide activities
- School Site Council (1 spot) - reach out to Dr. Lashier
- Community Outreach (Toys for Tots, Canned food drive)
- Musical (3rd-5th grade parents)
- After school soccer coach (fall)

LAST parent volunteer training (virtual) @ Thurs 10/19 5-5:30pm

3.2. Board Vote Items

- August Meeting Minutes Approval

Simon motion to approve, Loretta seconds

14 yays, 0 nays, 0 abs

Position	Name1	Name2
Kindergarten	Fori Wang Yay	Lisa Sung Yay
1st Grade	May Wong Yay	James Pacella Yay
2nd Grade	Kimberley Seok Yay	David Chen (absent)
3rd Grade	Liz Lim (absent)	Selena Lee Yay
4th Grade	Julie Siripoke (absent)	I Lin Chen Yay
5th Grade	Michelle Lee Yay	Summer Zhao Yay
6th Grade	Simon Chung Yay	Emery Kuo (no vote)
7th Grade	Loretta Lu Yay	Cindy Ying Yay
8th Grade	Kevin Jung Yay	Kalila Spain Patty Yay

- Power Hour  
A form was sent home to Miller CLIP parents and they got a chance to submit their interests for having their child stay one hour after school at Miller M-Th for Chinese help.

57 students signed up on 9/5. The first week 39 students came on Mon, 34 kids on Tues, 38 kids on Wed, 35 kids on Thurs. The size is so large (larger than a regular class size) and kids can't get individualized support. Miller teachers request an additional classroom to support all the kids and try to keep it under 20 kids/classroom. May consider re-opening interest form for additional kids to sign up.  
 \$66/hour, 246 hrs = \$16,236. Ms Chern 89 hrs, Mr. Kuan 65 hours, Ms Lin 92 hours.

Some discussion about Miller Power Hour vs Chinese Power Hour. Miller power hour is more like a drop in and gives time for kids to do homework. CPH has more targeted intervention and for Chinese help.

Chinese Power Hour at Miller requesting \$16,236 yearly (additional \$9036), previously approved \$7,200.

Motion to approve \$16236 yearly for Chinese Power Hour by Loretta, second Kevin.

14 yays, 0 nays, 0 abs

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Kindergarten	Fori Wang Yay	Lisa Sung Yay
1st Grade	May Wong Yay	James Pacella Yay
2nd Grade	Kimberley Seok Yay	David Chen (absent)
3rd Grade	Liz Lim (absent)	Selena Lee Yay
4th Grade	Julie Siripoke (absent)	I Lin Chen Yay
5th Grade	Michelle Lee Yay	Summer Zhao Yay
6th Grade	Simon Chung Yay	Emery Kuo (no vote)
7th Grade	Loretta Lu Yay	Cindy Ying Yay
8th Grade	Kevin Jung Yay	Kalila Spain Patty Yay

- Decorations Committee  
 Decorations last year were done haphazardly and at random times.

Julie has created a detailed spreadsheet for decorating the Muir school walls this year (5x, 12 art pieces on walls- all using paper) Initial request is \$1000. She is just taking a stab at this amount, they may or may not use up this amount. At the end of the year they can see how it went and decide how much to allocate going forward. Decorations will be led by Su Sun & Julie Siripoke.

Room parent door decor (\$20/door, 22 doors, 2x yearly) = \$880. Lalaine Chen & Christine Kuo leads. Room parents submit reimbursement and Lalaine and Christine can approve the request.

Any request for door decorations needs to be 3 weeks in advance and go to the room parent coordinators.

Any request for wall decorations needs to be 3 weeks in advance to Julie/Su.

The annual decorating plan should be approved by admins.

Work with Miller for CNY gala decorations.

Discussion about where these amounts came from, the amount seems high to spend on paper. For the wall decorations Julie picked an amount she thought was reasonable and just an initial stab- could be less. For the door decorations amount - asked room parents how much they spent last year on average. Discussion about waste & sustainability - can we re-use every year? For door decorations probably not, school wide decorations could potentially consider that, have things laminated, but would have the same decorations each year. storage is also an issue. Some brought up that their kids really enjoyed seeing the surprise of new decorations and showing their parents the cool stuff around school. Question about if we can afford this? Patrick says yes.

Motion to approve \$1880 decorations annual line item by Simon, second May.

15 yays, 0 nays, 2 abs

Position	Name1	Name2
Kindergarten	Fori Wang Yay	Lisa Sung Yay
1st Grade	May Wong Yay	James Pacella Yay
2nd Grade	Kimberley Seok Yay	David Chen abstain
3rd Grade	Liz Lim Yay	Selena Lee Yay
4th Grade	Julie Siripoke (absent)	I Lin Chen Yay
5th Grade	Michelle Lee Yay	Summer Zhao Yay
6th Grade	Simon Chung Yay	Emery Kuo Yay
7th Grade	Loretta Lu abstain	Cindy Ying Yay
8th Grade	Kevin Jung Yay	Kalila Spain Patty Yay

- Reallocate Outreach line item \$1700 to Office Supplies  
PTO responsible for purchasing office supplies - no additional budget impact. no interest in doing outreach events right now. Also have a \$500 office depot “loan” to purchase needed items without having to wait for CLIPCO or CUSD processing delays. (will come out of the \$1700)

Motion to approve reallocation of Outreach line item to Office Supplies by May, second Fori.

17 yays, 0 nays, 0 abs

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Kindergarten	Fori Wang Yay	Lisa Sung Yay
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3rd Grade	Liz Lim (absent)	Selena Lee Yay
4th Grade	Julie Siripoke Yay	I Lin Chen Yay
5th Grade	Michelle Lee Yay	Summer Zhao Yay
6th Grade	Simon Chung Yay	Emery Kuo Yay
7th Grade	Loretta Lu Yay	Cindy Ying Yay
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- 2022-23 Retroactive charge for average cost (CUSD staff)

CUSD billed CLIPCO for retroactive increase in average costs- hasn't seen this until this year. The amount should be \$7546, but only charged ~4k. This was not budgeted last spring.

Motion to approve the \$7546 retroactive charge by Jim, second Kevin.

17 yays, 0 nays, 0 abs

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4. Treasurer's Report

- August 2023 income  
 \$35k August income, almost all from DGC  
 \$12.5k in ASEP fees  
 tax receipts going out, and some people sending checks without any information
- August 2023 expenses  
 \$6.2k in August expenses (\$2.8k from kiln, \$900 from teacher materials reimbursements)
- August 2023 P&L net income ~\$29k (more positive than negative, until we get CUSD staff invoice ~\$446k)
- Balance Sheet ~800k
- August 2023 financials sign-off (Jim auditor) - signed off

5. Public Comment

Kinder parents complain of wasps in the kinder yard and kids not eating lunch. Diane ordered something to help with the wasp situation. Maintenance is aware and working on it.

## 6. New Business

### 6.1. FY2023-2024 Staffing Cost Update

Updated staffing grant update, increase over what we had over the spring, supposedly due to growth and raises.

Approximately ~\$9.2 difference

### 6.2. Kiln Update (Emery)

instead of using \$6k to buy a new kiln, can use \$3.1k to install digital controllers to existing kilns. Need some help with the district for electric work - in process.

### 6.3. Direct Give Campaign (Jim)

- DGC starting 9/25. already have ~25%. Jim presented the DGC calendar. The plan is to roll up overall numbers at the end of each week. Jim will send out weekly status updates on Sundays to everyone. Grade rep will send out a rah rah email to their grade on Thursdays. Jim will take care of encouraging non-donors.

### 6.4. Mid Autumn Moon Festival Fri Sept 29 5-8pm

short on volunteers- we need your help. find people to man booths. reminder to signup. push to Miller Chinese teachers.

## 7. ADJOURNMENT

Adjourned at 8:00pm

### **Upcoming meeting**

Board meeting – Thurs Oct 19, 2023