



Notes

Cupertino Language Immersion Program Community Organization (CLIPCO)
BOARD OF DIRECTORS

John Muir Elementary School, 6560 Hanover Drive, San Jose, CA 95129

Wednesday, September 11, 2024 at 6:00 pm (in person or virtual)

meet.google.com/ovy-gvfi-ggh

Attendees:

Position	Name1	Name2
President	Edison Chiu	
Vice President	Margaret Leung	
Secretary	Diana Ong	
Treasurer	Patrick Chiu	Wendy Briggs
Kindergarten		
1st Grade	Lisa Sung	Fori Wang
2nd Grade	James Pacella	May Wong
3rd Grade	Kimberley Seok	Alice Hampton
4th Grade	Selena Lee	Kevin Jung
5th Grade	I Lin Chen	Joan Cheng
6th Grade	Summer Zhao	See-Eng Phan
7th Grade	Simon Chung	Elly Park
8th Grade	Loretta Lu	Julie Siripoke
Muir Principal	Jenn Lashier	
Miller Principal	Anu Iyer	
Miller Assistant Principal	Deborah Lopez	
Liz Lim		

Blue means present

1. Preliminary

1.1. Call to order at 6:10pm

2. Principals' Reports

Anu Iyer, Miller

- Chinese Power Hour started Sep 2. The Chinese teachers have been in communication with students and parents with the times they can attend. The teachers have focused on making sure the kids who need support are getting the consideration first and then adding kids to fill out. There is just one classroom for CPH. iReady reading and math testing is in progress, and will be used for baseline data and school goals.

The next math diagnostic will also be used for preliminary math placement. The iReady reading diagnostic is also used to designate language learners and those that need intervention or additional support.

- Next Thursday is the back to school bash which is the big event for the fall. There will be food trucks, rock climbing wall, clubs showcase, community vendors, and fingerprinting livescan. There will be a school site council request coming soon.

Jenn Lashier, Muir

- Made it to September, successfully hosted back to school night last Thursday, fabulous turnout on the hottest day of the week. Currently in the middle of our benchmark assessments to identify areas of opportunity where kids need extra support. We currently have reading support and Mandarin Language arts support. English language learners targeting 2nd/3rd grade, big jump in classifying them then. We hope to launch support for math. All of our specials have started, 2 out of 4 kinder have started clip art, music has started with the district teachers. All fences and gates are physically up, working on kickstands.
- 3rd annual mid autumn moon festival on Fri, looking forward to a good time.

3. Treasurer's Report

- Updates - Busy with DGC and processing checks, insurance is up for renewal, will receive CUSD staffing bill in Oct (75%)/Dec(25%).
- August 2024 Income
 - ~108k income : \$68k DGC donations
 - \$35k ASEP
- August 2024 expenses
 - \$38.6k expenses : \$34k Recess 101
 - \$1.3k Kinder open house/shirts
 - \$2.1k Middle school tech licenses
 - \$2.9k refund (\$2.4k ASEP/\$500 CLIPCO)
- August 2024 P&L
 - ~\$34k Net income, will stay positive until approximately Dec
- Balance Sheet
 - ~\$831.8k
- August financials - Jim sign-off

Note: we still have some very old uncashed checks which total to approximately \$20k. Is there some way to get it off our books? If we've done due diligence to try to track down the people with uncashed checks and can't find them, we can probably take them off our books, but need to remember these could be cashed one day....

4. President's Report

- Back to School Night - Thank you to the teachers and principal for preparing for this night, thank you Christina for feeding the teachers, thank you to the grade reps for presenting to your grade, special thank you to Edison, Jim and Selena for speaking at the Principal's welcome.
- Kinder grade rep elections ends Sept 18, nominees are Liz Lim and Carlyne Sohn. Thank you to Margaret and Wendy for running the election.

5. Board Vote Items

- August Meeting Minutes Approval

May motions to approve June meeting minutes, Kevin seconds
 12 yays, 0 nays, 0 abs

Position	Name1	Name2
Kindergarten		
1st Grade	Lisa Sung Yay	Fori Wang Yay
2nd Grade	James Pacella Yay	May Wong Yay
3rd Grade	Kimberley Seok Yay	Alice Hampton Yay
4th Grade	Selena Lee no vote	Kevin Jung Yay
5th Grade	I Lin Chen Yay	Joan Cheng Yay
6th Grade	Summer Zhao absent	See-Eng Phan absent
7th Grade	Simon Chung Yay	Elly Park Yay
8th Grade	Loretta Lu Yay	Julie Siripoke absent

6. DGC Status Update

- DGC Open Now -> 9/27
- Latest Status - **\$222,741.59** as of 9/9
- about 40% of the target at both schools.
- Fun Facts
 - 40 people are interested in learning more about additional charitable giving opportunities
 - 24 people don't know whether their donation has corporate matching
 - 24 responses interested in corporate sponsorship
- Will have booth at mid Autumn moon festival

- Help Needed ASAP
 - Parentsquare publish access
 - Class lists

- **PII (Personally Identifiable Information) Update**
 - FERPA** - Family Educational Rights and Privacy Act
 - Protects privacy of student education records
 - Requires parent consent for anything beyond 'directory information'
 - Name, address, telephone number, date and place of birth, honors and awards, and dates of attendance

CLIP Impact

- **Incomplete** - Request parent consent to release info when joining CLIP
- Non-directory PII – Parent names, parent emails, grade, classroom
- **Need** - create template for principals to send annual reminder to existing parents
- **Need** - provide means for 'opting out' of communications
- **Need** - post data handling / privacy policy on website

Note:

- **Need** - Parentsquare publisher access can be granted to CLIPCO

7. Public Comment

8. New Business

8.1. Mid-Autumn Moon Festival

Friday September 13, 2024 5-8pm at Muir

Thank you everyone for helping out with the festival and the booths.

Status of grade booths: 1st grade - 19 volunteers. 2nd grade booth is good, lots of prizes. 3rd & 4th have full shifts. 5th grade needs a lot of help. 6th grade has not sent out any signups. 7th grade - just missing the closing slot. 8th grade - light, but we'll manage. Fill out the sign up sheet with how much you are charging.

8.2. ASEP Lynbrook Student(s) Volunteers for Cooking- will be additional help to the parent volunteers so the cooking teacher can do more complex dishes

8.3. CLIPCO Konstella Policy

- Konstella is a CLIP Parent Platform primarily used for school-wide and classroom related messaging for events and announcements between CLIPCO / Room Parents and CLIP Parents. This platform also facilitates community building and parent interaction. It should not be used for personal gains, petitions, hateful speech and political agendas, unless it is pre-approved by the board. Parents are expected to adhere to basic school

etiquette when using Konstella (Be Safe, Be Respectful, Be Responsible). CLIPCO reserves the right to remove any users from Konstella violating this policy or the [Terms of Services](#) of Konstella. This includes violating the [Privacy Policy](#) and engaging in unfriendly behavior via the website.

8.4. Rainbow Drive Crossing Guard

The Rainbow Drive/Alderbrook intersection has many cars and is very dangerous, especially in the morning when everyone is trying to get to school on time (cars driving fast, kids running across the street, bikers not stopping). There have been a few incidents of near accidents and it is a big safety issue. Can we get a crossing guard there? Lisa has called the city and left some messages. Hopefully we can get a posting listed and a crossing guard hired. In the meantime, some ideas: flags for the crosswalk, flashing walkway, parent volunteers. If you have any other ideas or would like to volunteer, please contact CLIPCO.

Reminder: It's ok if the kids are late to school, please drive respectfully not just at the intersection but also near the school. Watch out for pedestrians/bikers. Ask your kids not to run to school. We want everyone to be safe.

8.5. Upcoming CLIP Schedule

- Sept 13 - Mid-Autumn Moon Festival at Muir
- Sept 19 - Miller Back to School Bash
- Sept 20 - No School
- Sept 27 - END DGC
- Sept 27 - Minimum Day
- Oct 3-11 - Muir Parent teacher conference, book fair
- Oct 9 - CLIPCO Meeting
- Oct 9 - CLIPCO Panda Express Fundraiser
- Oct 24 - Muir Brunch On Us 4th grade
- Oct 25 - Muir Trunk or Treat
- Nov 1 - No School

9. ADJOURNMENT

Adjourned at 7:43pm

Upcoming meeting

Board meeting – Wed October 9, 2024