



Notes

Cupertino Language Immersion Program Community Organization (CLIPCO)

BOARD OF DIRECTORS

Miller Middle School, 6151 Rainbow Dr, San Jose, CA 95129

Wednesday, August 20, 2025 at 6:00 pm (virtual)

meet.google.com/ovy-gvfi-ggh

Attendees:

Position	Name1	Name2
President	Margaret Leung	
Vice President	May Wong	
Secretary	Jennifer Lee	
Treasurer	John Hoggard	Wendy Briggs
Kindergarten	Xi Min Sam	Xinwei Chen
1st Grade	Liz Lim	Carolyn Sohn
2nd Grade	Selena Lee	Fori Wang
3rd Grade	James Pacella	I Lin Chen
4th Grade	Margie Chuang	Alice Hampton
5th Grade	Edison Chiu	Kevin Jung
6th Grade	Ivy Chien	Joan Cheng
7th Grade	Diana Ong	See-Eng Phan
8th Grade	Simon Chung	Elly Park
Muir Principal	Jonathan Mach	
Miller Principal	Anu Iyer	
Miller Assistant Principal	Deborah Lopez	

Blue means present

- Preliminary
 - Call to order at 6:08
- Principals' Reports
 - Jonathan Mach, Muir*
 - Mid Autumn Festival was awesome
 - encouraged principal to do the dunk tank!

- lots performances on Honmoon
- Book Fair is doing well-
- tomorrow theres a district meeting about Muir- its not been easy to find information about CLIPCO and its role with John Muir
 - want to create a brochure about what CLIPCO is
 - help people understand what's the difference between a PTA vs PTO
 - US news ranking #1 dual immersion; #6 in elementary schools in CA

Anu Iyer, Miller

- missed mid autumn festival (was sick)
- Held XC (Cross country) finals!
- Halloween Dance next Friday
- School related events for Halloween coming up
- Parents will be getting info on Monday on how to read the NWEA report
- CLIPCO Report
 - Midautumn festival super successful
 - 2 sponsors- golden bank and Kevin Lu realty
 - got teachers to do the dunk tank
 - Book Fair is until this Friday
 - Trunk or Treat on Thursday 5-9
 - will be playing the Minecraft movie at 7pm
 - trunk allowance of \$30
- Board Vote Items
 - September Meeting Minutes Approval
Diana motions to approve May meeting minutes, Simon seconds
18 yays, 0 nays, 0 abs

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Treasurer's Report

- Jim to confirm approval of financials for Aug, Sept, and Oct meetings

- Profit and loss - 2025-26 Year to Date

<u>P&L</u>	<u>Aug-25</u>	<u>Sep-25</u>	<u>Total Q1 TD</u>
Income	\$ 18,467	\$ 159,802	\$ 178,269
Expenses	\$ 65,149	\$ 18,377	\$ 83,525
Net Operating Income	\$ (46,681)	\$ 141,425	\$ 94,743

- Sept- brought in 160K income (DGC donations/coporate match)
 - 48k from ASEP and PYT theatre
- Expenses mostly go to Miller
- Mid-AUturn festival
 - ticket sales -7k
 - sponsorship 4k
 - expenses (5k)
 - income- 6K
- Budget vs actuals - 2025-26 YTD

Budget vs. Actuals: FY 2025-26 YTD August - September, 2025				
	TOTAL			
	ACTUAL	BUDGET	REMAINING	% OF BUDGET
▼ Income				
▶ 43400 Direct Public Support	96,399	831,813	735,414	12.00 %
43500 Donations, Restricted	13,000		-13,000	
▶ 45000 Investments	6,633		-6,633	
46300 Theater Production	13,451		-13,451	
▶ 46400 Non Program Income	5,195	11,575	6,380	45.00 %
▶ 47200 ASEP Income	43,280	53,580	10,300	81.00 %
▶ 49000 Special Events Income	311	2,500	2,189	12.00 %
Total Income	\$178,269	\$899,468	\$721,199	20.00 %
GROSS PROFIT	\$178,269	\$899,468	\$721,199	20.00 %
▼ Expenses				
▶ 60900 Program Expenses	82,268	812,422	730,154	10.00 %
64000 Taxes	3		-3	
▶ 65000 CLIPCO Administration Costs	861	21,505	20,644	4.00 %
▶ 66400 CLIPCO Fundraising Expenses	350	8,000	7,650	4.00 %
66900 Reconciliation Discrepancies	0		0	
▶ 67200 ASEP Expenses	43	53,199	53,156	0.00 %
Total Expenses	\$83,525	\$895,126	\$811,600	9.00 %
NET OPERATING INCOME	\$94,743	\$4,342	\$ -90,401	2,182.00 %
NET INCOME	\$94,743	\$4,342	\$ -90,401	2,182.00 %

- next month will pay district for IAs
 - over 400k
- ASEP
 - need to refund 13k in income
 - income includes 8K received this fiscal year attributable to 24-25
- Could we move the funds from ASEP refund into DGC???
 - (there will be fees for the refund)
- Balance Sheet current vs previous

Balance Sheet as of September 30, 2025

<u>Assets</u>	<u>Sep-25</u>	<u>Aug-25</u>
Bank Accounts		
Wells Fargo Business Checking	\$ 16,792	\$ 44,636
Wells Fargo Business Savings	\$ 300	\$ 25,004
Fidelity Brokerage	\$ 551,593	\$ 544,571
Golden Bank Checking	\$ 90,653	\$ 145,298
Golden Bank Savings	\$ 343,197	\$ 101,602
Total Assets	\$1,002,536	\$ 861,478

Liabilities and Equity

Liabilities

Equity

Opening Balance Equity	\$ 122,149	\$ 122,149
Unrestricted Net Assets	\$ 785,644	\$ 785,644
Net Income	\$ 94,743	\$ (46,681)
Total Liabilities and Equity	\$1,002,536	\$ 861,478

- - Bulk of cash transferred from Wells Fargo to Golden Bank in September
 - sufficient cash on hand to cover district payment of 400k due by Oct 31st
 - just crossed million dollar mark in assets (will be much lower soon after the large payment to district)
- Public Comment
- New Business
 - ASEP update

- In the Past (Last year and Previous)
 - CUSD did the contracts for ASEP; CLIPCO would collect money for classes, the district would bill CLIPCO, CLIPCO would write CUSD a check and district would ask the Individual Contractors to fill timecards (Individual Contractors) / collect an Invoice (Businesses) and pay them
 - Contractors with businesses had a PSA (Professional Service Agreement)
 - Individual contractors were onboarded as district employees. The individual contractors had to do fingerprinting, TB and also trainings.
 - Adjunct teacher would watch over the classes, which CLIPCO paid for
- This Year
 - CUSD will not do contracts and we rent spaces at the school through Facilitron
 - CLIPCO will sign contracts and pay the contractors directly
 - This opens CLIPCO up to a lot of liability
 - There is no adjunct teacher in case anything happens either
 - Some of the individually contracted instructors also feel uncomfortable to continue
- Plan for this Year
 - ASEP classes that will continue
 - Crochet
 - Dizi
 - Wushu
 - Robotics
 - Brush Painting (TBD in January)
 - ASEP classes that will not continue
 - Erhu
 - Lion dance
 - Percussion
 - cooking
- How does miller after school stuff work on facilitron
 - japanese school- they book it themselves
 - usually school affiliated orgs have priority
 - in order to book on facilitron- company must have insurance and have certain criteria
 - for profit businesses have to pay substantive fees to book
- context:
 - back in the day, CLIP was a program inside a neighborhood school, so thats prob why they allowed ASEP to help with the mission of CLIP

- now that CLIP has its own school, the district feels this to be too much of a liability
 - should we be checking our own liability insurance? Now with this new change....?
 - lets table this conversation- let Mr. Mach talk to district to find out more information about whats going on
- APS Update
 - Approx 59% of population of school has responded
 - Permission to contact- 4.8% said no
 - all no email address have been deleted
 - will create email lists for topic interests
 - for survey on events
 - highest was mid-autumn festival and lunar new year
 - minor lower interest in sports and cultural events
 - volunteering
 - over 70% of households who responded volunteer in some way with CLIP
 - should be targeting those who are already volunteering instead of finding new people
 - CLIPCO committees
 - lots of people said they're interested
 - most popular: book fair, science fair, yearbook, math kangaroo, events, technology
 - ASEP
 - DGC-
 - 79% said yes; 11% said no; 10% said no
 - trick question of what the DGC does- (all options) but not one category got 100%
 - takeaway: need to be Better with messaging
 - are you interested in learning ways to donate to CLIPCO
 - target these people with tax offering
 - 42% have company matching
 - next steps
 - keep results in google drive folder
 - share comment and email lists with relevant committee leads
 - interest in sharing any info in the CLIPPER
- DGC update-
 - 21% of goal: total donated so far is \$165k
 - goal is \$800K total
 - donation month has officially started!!!
 - Pizza party for the highest participation grade; if we meet goal all students will receive T-shirt
- Bylaws
 - CLIPCO bylaws havn't been updated since 1998;
 - Julie send updated template per CA law

- Review our current Bylaws and mark “important” items to carry over o new template
- Trunk or Treat
 - Trunks are needed!!!
- Adjourned at 7:58pm

Upcoming meeting

Board meeting – Wed November 12th, 2025 - in person