

Cupertino Language Immersion Program Community Organization (CLIPCO)

Board of Directors — Meeting Minutes

Wednesday, May 13, 2026 · 6:00 PM

Online — meet.google.com/ovy-gvfi-ggh

Attendees

The board roster is listed below. In the original notes, members present were highlighted in blue.

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	
Parents	Mike Wu	Christine yow
	Huei	Ka-yun
	Jean Tseng	
Teachers	Fei Deng	Connie Chan
	Ann Nagamatsu	Nicole Jarimillo

1. Preliminary

- Call to order at 6:17 PM.
- Welcomed all new grade representatives; said goodbye to Ms. Iyer and congratulated Mr. Mach on completing his first year.

2. Officer Reports

2.1 Principals' Reports

Jonathan Mach (Muir)

- Teacher Appreciation Week was wonderful — teachers felt loved and appreciated.
- A volunteer appreciation day for all volunteers will be held on June 2nd after school.
- Kindergarten Welcome Day was yesterday, with over 100 attendees; extensive fingerprinting was completed.

Anu Iyer (Miller)

- Thanked CLIPCO for everything.
- Tomorrow's assembly with Keith Hawkins covers inclusivity and the power of one's word — how differences are strengths, not barriers.
- Door-decorating contest is underway.
- Graduation is coming up.

2.2 CLIPCO Report

Elections are complete. New grade representatives for 2026-27:

Grade	New Representatives
Kindergarten	To be seated September 2026
1st Grade	Kelley Perng / Christine Yow; Xinwei Chen
2nd Grade	Liz Lim; Carolyn Sohn
3rd Grade	Tristan Mecham; Michael Wu
4th Grade	I Lin Chen; Jim Pacella
5th Grade	Huei-Yuan Pan; Margie Chuang
6th Grade	Ka Yun Lee; Edison Chiu
7th Grade	Joan Cheng; Ivy Chien
8th Grade	See-Eng Phan; Diana Ong

- The CLIPCO Yard Sale was very successful.
- Upcoming events:
 - ASEP Brush Painting Class (grades 2-8): April 23 and May 14
 - Girls on the Run (GOTR): May 16
 - Science Fair: May 21-28
 - Save the date — Culture Night & Mid-Autumn Festival: September 25
 - Update on the Chinese Culture Class (replacing Recess 101)

2.3 Treasurer's Report

CLIPCO's fiscal year runs August 1 - July 31.

Profit and Loss — 2025-26 Year to Date

- April 2026 income included:
 - \$24k company match for 2025-26 (\$19k from one family via a 2:1 match)
 - \$12k non-program income (T-shirt sales, Yard Sale, and Lunar New Year pre-orders)
 - \$5k investment earnings from the market rebound
- April 2026 expenses included:
 - \$11k adjunct hours across Muir and Miller
 - \$6k Miller promotion
 - \$4k instructional materials at Muir
- Tracking at 104% of the revised income target before Capital Fund allocation.

Balance Sheet — Current vs. Previous Month

- Early 2026-27 DGC donations recorded as deferred revenue under liabilities.
- In April, received \$23k in early donations and \$58k in early company match (nearly all from the Apple 2:1 match).
- Golden Bank is offering a 4.05% 6-month CD. The Investment Committee endorsed the concept; provisionally proposing \$300k, pending analysis.

Budget vs. Actuals YTD (live view)

- The Capital Fund includes sponsorships, Dining for Dollars, Silent Auction, bank interest, and investment earnings.
- Expect to exceed the income target this year and add \$50k+ to the Capital Fund.
- CLIPCO admin costs include community events (covered by event income).
- Expenses are likely to come in under budget.

3. Board Vote Items

For each motion, all board members present are recorded in the vote tally.

3.1 April Meeting Minutes — Approval

Motion by Edison to approve the April meeting minutes; seconded by Margie.

Vote: 17 yes · 0 no · 1 abstain — Approved.

3.2 Staff Retirement Recognition, Muir (budgeted \$1,500)

- Event: Thursday, June 4 at Meyerholz GLC, 12:30-3:30 PM.

Motion by Edison to approve \$1,623.88; seconded by Margie.

Vote: 17 yes · 0 no · 1 abstain — Approved.

3.3 2026-27 CLIPCO Committee Leads

- Mike Wu to join as Walkathon lead.

Motion by Xinwei to approve the committee leads; seconded by Jim.

Vote: 17 yes · 0 no · 1 abstain — Approved.

3.4 Girl Scouts Fence — CLIP 5th-Grade Girl Scout Troop 60475

Motion by Liz to approve \$500; seconded by Edison.

Vote: 17 yes · 0 no · 1 abstain — Approved.

3.5 2026-27 CLIPCO Budget (No Vote)

No vote taken. John to review the budget; vote scheduled for May 27.

Core Budget Principles

- Family donations fund core student programs.
- Donation targets align with expected program costs at each school.
- Event-based activities should, at minimum, pay for themselves.
- Additional fundraising and investment income are treated as upside, not required operating income.

Item	Muir	Miller
Estimated Enrollment	~575 students	~250 students
Suggested Family Donation	\$1,000	\$250
Participation Rate Assumption	90%	85%
Average Company Match Assumption	45%	45%
Estimated Donation Income	~\$750K	~\$77K
Estimated Program Budget	~\$760K	~\$80K

Proposed Donation Levels

- Elementary School: \$1,000
- Middle School: \$250

Key Considerations

- Current modeling indicates no need to increase the donation ask for 2026-27, especially with roughly \$25k of extra corporate match via the Apple 2:1 offer.
- This would mark three consecutive years with the same ask.
- Anticipates potential staffing-related cost increases in about two years (possibly as Mr. Mach or Ms. Iyer expand their roles).
- Maintaining current donation levels helps preserve long-term budget stability, avoid year-to-year volatility, and prepare for potential future cost increases.

4. Public Comment

None recorded.

5. New Business

5.1 Chinese Culture Class (4th and 5th Grade)

- Sifu Stephen would come Tuesdays/Wednesdays to teach 8 classes for 4th and 5th grade, including percussion and lion dance.
- CLIPCO to provide insurance for Sifu Stephen.

- A solution is needed for students who opt out.
- CBEST for Sifu Stephen is optional; a teacher would not be required to be present.

Adjournment

Meeting adjourned at 8:28 PM.

Next meeting: Wednesday, May 27, 2026 (online).