



Notes

Cupertino Language Immersion Program Community Organization (CLIPCO)

BOARD OF DIRECTORS

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

Thursday, February 16th, 2023 at 6:00 pm (virtual only)

meet.google.com/ovy-gvfi-ggh

Attendees: Amy Steele, Anna Liao, Ching Lien, Cindy Ying, David Chen, Diana Ong, Edison Chiu, Emery Kuo, Erica Cheung, Erza Yen, Jeremy Gaustad, Jim Pacella, Julie Siripoke, Kalila Patty, Kevin Jung, I Lin Chen, Liz Lim, Loretta Lu, Mabel/Ken Tan, Margaret Leung, May Wong, Patrick Chiu, See-Eng Phan, Wendy Brigg

1. Preliminary

1.1. Call to Order

Start at 6:05pm

1.2. January Meeting Minutes Approval

11 yays (Anna Liao, Kevin Jung, Jim Pacella, Edison Chiu, May Wong, Ching Lien, Emery Kuo, Jeremy Gaustad, Margaret Leung, Diana Ong, Kalila Patty), 0 nays, 0 abs

2. Officer Reports

2.1. President's Report

2.2. Vice President's Report

Panda Express: Raised \$187.45

Konstella: Grade level groups

Lalaine and Elly would populate groups, a lot of work

Only room parents have access to Konstella

Elections for next term

Recruiting starts after winter break

Nominations in March (emails sent to parents)

Executive Board member elections April Board Meeting (voted by existing Board members)

Board member elections (Grade reps) in April/May

New term begins Aug 2023

Positions not filled will have another election period in Fall (primarily to fill Kinder)

2.3. Treasurer's Report

January Income: ~\$12k income (~\$3.7k corporate/\$1k individual, \$2k investment gains, \$3k ASEP fees, \$2k CNY parade fees)

January Expenses: ~\$12k (adjunct hours, teacher instruction materials, microphones, LNY), Lunar New Year reflects ticket sales, not all expenses

Full YTD January 2023 P&L: \$133k Net Income, ASEP and Parade expense will come in next month

January Balance Sheet: hasn't changed since December

Updates: working on tax report, budget in progress, additional class in next year in 1st and 6th grade, Kevin Jung talked to Wells Fargo rep and looking for someone local because of board turnover

2.4. Principals' Reports

Amy Steele, Miller

Thank you to volunteers, parents, chaperones, students at Chinese New Year Parade at SF (raining)!

Final information session for Miller today!

Final day for open enrollment by 2/17 4pm

Planning for 3rd class at Miller, may need to increase Art classes

Updates for schedule shift next year with start time 8am

Current 6th and 7th graders have elective event 3/10 6-8pm (open house and presentations)

3. Public Address

None at this time

4. New Business

4.1. CNY Parade Committee

Very wet (rain), drum was recovered, windy

Kids were troopers and had fun

Thankful to participate this year after several Covid years!

4.2. Promotion Committee

Save the date (Saturday Jun 3rd)

Planning right now

CLIPCO will provide 3 tickets per family

Tickets around ~\$15

Will provide plaques

- VIPs (past and present members) invited
- Discussed food choices
- 4.3. Community Events Committee
 - Thank you for participating in LNY event!
 - Have some events in pipeline
 - Next community events committee meeting 2/28
 - Miller Communi-tea event in possible March 9, 10, 30 morning after dropoff (engage Miller families, help with promotion)
 - April game night tentatively 4/7 - popular games, concessions, outdoors if weather permits
 - May cultural event tentatively 5/5 - cultural related booths for each grade
 - Family picnic 6/9 lunch time
- 4.4. Growing Up Asian in America (GUAA)
 - Invite students K-12 to this Contest with 10 cash prize
 - Celebrate being Asian in bay area
 - Agreed to send out to CLIPCO parents
- 4.5. 5th Grade Day
 - First time to have separate 5th grade promotion
 - Cost estimate is ~\$2.5k
 - Bento boxes for students, teachers, IAs: \$1k
 - Light refreshments: \$300
 - Photo Booth: \$450
 - Gifts to 5th grade teachers, office ladies, lunch ladies and Mr David - flowers, macaroon and cards: \$300 total
 - Paper certificates: \$400
 - Misc: \$50
 - Movie or game in the morning
 - Bento box lunch
 - Performance and certificate with light refreshments
 - Budget was \$5.6k for 5th grade and \$6.7k for 8th grade
 - Ok with 8th grade requesting more budget later
 - Currently working with photo booth vendor for both promotions, different dates

Really need a musical chair and can connect with Lucy

- 5. ADJOURNMENT
 - Adjourned at 7:15pm

Upcoming meeting

Board meeting – Thursday, March 16, 2023