



FRIENDS of MIP BOARD MEETING MINUTES: 01/07/21

Virtual Meeting called to order: 6:05 pm

Virtual Roll Call – Board 2020 – 2021

Title	Name	Present	Title	Name	Present
President	Eric Chamberlain	P	Communications Director	Alexandra Welker	P
VP	Melody Brown	P	Community Liaison	Amanda Yeung	P
Treasurer	Ingrid Feeny	P	Secretary	Megan Holland	P
Financial Controller	Mary Jia	P	Outreach Director	VACANT	
Middle School Liason	Ursula Rubina	P	Principal- Bergeson	Greg Hauser	P
High School Liason	Jen Pang	P	Principal- Newhart	Judith Murphine	NP
			Principal - Capo	John Misustin	P

*Not a board member, attendance does not qualify quorum

Other Attendees:

- Austin Lee
- Jackie Beaumont
- Edward Watson

MINUTES

Approve Meeting Minutes dated December 3, 2020. Melody motions to adopt the December minutes. Eric seconded. Motion passes.

Melody made an electronic motion on December 16, 2020 to approve the costs for group tutoring sessions for our MS/HS MIP students not to exceed \$8,000 for January and February 2021. Ingrid seconded. Motion passed.

PRINCIPAL and/or TEACHER REQUESTS/NEWS

- Capo Valley High School
 - Staff has expressed apprehension about coming back



- Currently have 60% online/ 40% in-person - currently considering putting kids in all online and all in-person cohorts. Will ensure there is discussion with parents as part of the consideration
- Hosted a Mandarin update right before the break, will probably host another one in February and provide an update on staffing for next year.
- Newhart Middle School
 - N/A
- Bergeson Elementary
 - Back after winter break!
 - Biggest concern before break was increased cases, now it is addressing teacher concerns about kids traveling
 - Teachers and kids are in the routine
 - Professional development has been an area of focus
 - Diagnostic testing starting this week
 - No PE this week as there were some resource changes. Principal Hauser is working to determine how to schedule PE moving forward.

DONATIONS, BUDGET AND FINANCIALS (TREASURER & FINANCIAL CONTROLLER)

- Financial Statements
 - About \$150 in fees
 - \$5,580 in donations
- Tax returns
 - Federal and state tax returns have been prepared. Not due until March 15th, but can't file electronically until January 31st
 - Mary will prep tax letters based on Kindful donations, and will include a note that it does not include gala donations
- Invoice approval and expense reimbursements
 - Ingrid made a motion to approve checks in the amount of \$10 for FTB and \$200 for Eaton's Income Tax Services. Eric seconded. Motion passes.

OTHER BUSINESS



President

- Kinder Orientation - Held virtually on Zoom
 - Jan. 14, 2021 Thursday 8:00-9:00 AM
 - Jan. 28, 2021 Thursday 8:00-9:00 AM
 - Feb. 1, 2021 Thursday 8:00-9:00 AM
- MIP Board Vacancies & 2021-22 Planning
 - Outreach Director position still vacant
 - Most positions on the board will be open for next year as current members have hit their 2-term limit

Vice President

- Tutoring update
 - PandaTree
 - Will reach out to PandaTree to confirm invoice process and provide to Ingrid
 - Melody waiting on attendance report to confirm families who signed up are participating
 - A few students are going to drop as they already have too much screentime
 - Would be great if the weekly sessions were more in line with teacher's curriculum
 - Could share curriculum guides for each grade level which are available online
 - Alex to include update in BARK to reinforce and set expectations for parents
 - GSEF update (see High School Liason)
 - Melody will work on creating the parent feedback survey to send the first week of February
- Donation drive plan
 - Chinese New Year
 - Virtual Chinese New Year festivals



- Lantern riddles
- Possibly host a poetry or art contest
- Ask for red envelopes
- Promote the purpose of the fundraising to cover costs of teaching aides for next year
- Consider doing an online social event
 - Have a cheese plate or potentially chinese food delivered as part of ticket purchase
- Opportunity prize drawing ideas:
 - VR, iPad, outdoor toys/items, surfboards, basketball hoop
- Calendar
- Gala Planning
 - Still planning for May
- Next year board meetings
 - Would like to continue to have an online component unless

Outreach Director (VACANT)

- N/A

Community Liaison

- PTA
 - Discussing the plans for Variety Show
- BESF
 - Continuing to do Footprint Friday at school.
 - Next Board meeting tomorrow (Friday, 1/8/2021):

8AM. Here's the meeting info:

Meeting ID: 850 4818 6341

Passcode: Tb7Akb

- CUSD
 - 12/16/2020 Regular Board Meeting: Nothing specific to the MIP at Bergeson



- 1/6/2020 Special Board Meeting: Nothing specific to the MIP at Bergeson
- Next meeting 1/20/2021
- LIPAC
 - Next meeting early spring (date TBD)

Secretary (2 minutes)

- N/A

Communications Director (2 minutes)

- N/A

Middle School Liaison (5 minutes)

- N/A

High School Liason (5 minutes)

- GCEF Tutoring
 - 32 students signed up and ended up having to consolidate classes. There is an introduction meeting this week for the teacher to get a gauge on skillset and determine if any of the students need to move to another group.
 - GCEF has been really flexible with the highschool students - they will be meeting at 5:30 PM on Wednesday.
 - Will keep track of who attends and will text the parents if they don't show up.
 - Biggest concern right now is communication to families
 - Jen can communicate with the high school parents, but we don't have contact information for all of the middle school parents enrolled.
 - Jen and Ursula will reach out to Jennifer to get a summary of the introductory meeting and the list of parent contact information
 - Ask Jennifer to send an email to the parents if a student doesn't show up



Open Discussion

- N/A

Motions

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- Ingrid made a motion to approve checks in the amount of \$10 for FTB and \$200 for Eaton's Income Tax Services. Eric seconded. Motion passes.

Electronic Motions

- Melody made an electronic motion on December 16, 2020 to approve the costs for group tutoring sessions for our MS/HS MIP students not to exceed \$8,000 for January and February 2021. Ingrid seconded. Motion passed.

Check Request:

- \$10 for FTB
- \$200 for Eaton's Income Tax Services

Meeting adjourned 8:08 PM

Next board meeting: Thursday February 4, 2021 at 6PM