



FRIENDS of MIP BOARD MEETING
MINUTES: 03/04/21

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	NP	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	P
			Principal - Capo	John Misustin	P

*Not a board member, attendance does not qualify quorum

Other Attendees:

- Juan Araiza
- Karen Wu
- Katheryn Go

MINUTES

Approve Meeting Minutes dated February 4, 2021. Alex motions to adopt the February minutes. Melody seconded. Motion passes.

Melody made an electronic motion on February 19, 2021 to approve continuing Panda Tree sessions for elementary students and GCEF sessions for MS/HS students in MIP, restarting as of March 1st through the end of the school year with sessions ending June 4th, 2021. The amount would be to not exceed \$30,000 between both. Jen seconded. Motion passed.

PRINCIPAL and/or TEACHER REQUESTS/NEWS

- Capo Valley High School



- This week will sit down and look at secondary staffing for Mandarin. There will be 3 Mandarin teachers so want to consider hiring a full time teacher. Also remind the District of what they committed to support for the program.
- Capo Valley is the District Vaccine Pod Site
 - Doing about 350/day now, hoping to ramp that up to 700 in the coming weeks
- T-Shirt Design Contest
 - Capo Valley will buy shirts for the students, if parents are interested, Mr. Misustin can help get those ordered perhaps through PTSA
 - Mr. Misustin will forward the designs
- Newhart Middle School
 - More information will be shared about upcoming parent nights
 - Thank you to Ursula and Ms. Loh for all of their help and great ideas for Lunar New Year. It was great to share the tradition and for adults to be making connections with the kids. It was a really great experience enjoyed by both the kids and the adults.
- Bergeson Elementary
 - Staff intervention
 - Met today to discuss
 - Agreed that small group facetime is what will be needed. Every teacher will set up time for either small group or individual. All teachers agreed to at least 20 mins/week
 - New Mandarin Immersion Aide is going well
 - She is in the library and able to support onsite and online
 - Each teacher gave a group of 4 students (total of 8 kids/teacher)
 - Open House
 - Started those discussions today. Looking for kids to create some content in class, Mr. Hauser to do an introduction.



- Kinder Enrollment
 - Will have 2 classes, not full at this point, but anticipate increased interest as we get closer to the beginning of the school year
- Digital Bergeson Sign
 - District is refreshing the sign and will handle future maintenance
 - To do a two-sided sign, District is asking for BESF, PTA, MIP to fund \$10,000 (cost of one side)
 - Eric made a motion to approve \$3333 as a one time expense for the Bergeson sign. Melody seconded. Motion passes.

DONATIONS, BUDGET AND FINANCIALS (TREASURER & FINANCIAL CONTROLLER)

- Financial Statements
 - Will be reported when Ingrid returns
 - May want to review the bylaws to see if we could invest some of the money that is sitting in the bank
- Budget
 - Updated budget includes changes discussed at February meeting
 - Elementary Testing
 - STAMP4S testing will happen for 4th and 5th grade
 - \$2000 for 4th & 5th
 - Middle School Testing
 - Ms. Murphine wants to provide the exact numbers, but we paid for about 17 tests that didn't get used
 - Ms. Murphine will get a full quote for the necessary STAMP testing for all grade levels
 - High School Testing
 - Consider doing testing throughout high school to be able to compare year over year
 - For now, we will need to get the cost for 9th & 10th
 - Will need to adjust Supplemental Tutoring



- Suggested that we schedule a 1 hour executive board meeting to review the budget prior to the April meeting.
- Invoice approval and expense reimbursement

OTHER BUSINESS

President

- Calendar & Upcoming Events

Vice President

- Donation Drive Results
 - In February we raised around \$19,000
 - Doing the Facebook Live videos was helpful, saw an increase in donations after the videos went up
 -
- CNY Contest
 - Board to complete contest submission scoring sheet - Mel will sent out a form for everyone to complete by Tuesday 3/9.
- Gala Planning
 - Theme
 - Pajama party
 - Tickets
 - General ticket
 - \$50 for a couple - comes with one bingo ticket (or set of beads)
 - \$5 for an extra set of beads (we have lots of beads left)
 - VIP
 - Wine, cheese, crackers, nuts
 - Sparkling cider, cheese, crackers, nuts
 - Super VIP
 - Wine, cheese, crackers, nuts, dessert



- Movie night package: popcorn, candy
- Time
 - TBD
- Virtual babysitting/activities for the kids
 - YMCA
- Games/Activities during gala
 - Bingo
 - Heads/Tails
 - What will the prizes be?
 - Discuss at next gala committee meeting
 - Gatewood family won the \$100 Amazon gift card and donated it back, so we could potentially use that
- Silent Auction Company
 - Got a quote from the company we used last year, need to look at alternative options
 - Melody makes a motion to approve the expense of an auction company not to exceed \$3000, Eric seconded. Motion passes.
- Calendar
- Other

Outreach Director (VACANT)

- N/A

Community Liaison

- PTA
 - Virtual Variety Show will be hosted on 4/16. Info will be in tomorrow's BARK. Audition forms will be due 3/16. Auditions and the preview will be 3/26. Kids can perform live or pre-recorded.
 - Parents will be able to submit photos for Yearbook. More information to come.
- BESF
 - For Footprint Friday instead of collecting every 2 weeks, BESF is collecting recyclables (plastic and cans) on the last Friday of every month.



- CUSD
 - 2/17/2021 Regular Board Meeting, 3/3/2021 Special Board Meeting:
Nothing specific to the MIP at Bergeson.
 - Next meeting scheduled for 3/17/2021
- LIPAC
 - Next meeting scheduled for 3/31/2021

Secretary (5 minutes)

- Virtual Board Fair
 - Eric happy to record something for the open house or present at virtual board fair - consider doing live fair the night of open house.

Communications Director (5 minutes)

- Great job on February cultural information posts

Middle School Liaison (5 minutes)

- Chinese New Year
 - Able to provide red envelopes to the entire school
- Meetings
 - District has done a great job having multiple meetings to allow parents transitioning to high school to be informed
- Interdistrict transfers
 - Some parents are concerned that their kids can't sign up for preferred classes. Capo has said they are not going to check any applications until mid-April. Mr. Misustin has confirmed there won't be any issues, but not all parents are aware of this.
 - Ms. Murphine will reach out to see if there's anything the district can do to address these concerns. Ursula to follow up with Ms. Murphine next week.

High School Liason (5 minutes)

- HS Communications



- N/A

Open Discussion

- N/A

Motions

- Approve Meeting Minutes dated February 4, 2021. Alex motions to adopt the February minutes. Melody seconded. Motion passes.
- Melody makes a motion to approve the expense of an auction company not to exceed \$3000, Eric seconded. Motion passes.
- Eric made a motion to approve \$3333 as a one time expense for the Bergeson sign. Melody seconded. Motion passes.

Electronic Motions

- Melody made an electronic motion on February 19, 2021 to approve continuing Panda Tree sessions for elementary students and GCEF sessions for MS/HS students in MIP, restarting as of March 1st through the end of the school year with sessions ending June 4th, 2021. The amount would be to not exceed \$30,000 between both. Jen seconded. Motion passed.

Check Request:

- N/A

Meeting adjourned 8:37 PM

Next board meeting: Thursday April 1, 2021 at 6PM