



FRIENDS of MIP BOARD MEETING
MINUTES: 10/01/20

Virtual Meeting called to order: 6:03 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	P
			Principal - Capo	John Misustin	P

*Not a board member, attendance does not qualify quorum

Other Attendees:

- Jessica Liang
- Mickey Wong
- David Lachtman
- Esther Song
- Annie Chen
- Tara Yuan
- Austin Lee
- Candice Norwood
- Suzanne Maynard
- Theodore Chen
- Carol Sun
- Mabel
- Juan Araiza IV
- Peter S
- Sebastian Ortiz
- Darryl Mui
- Jeanne Brady
- Kiyoko Williams
- Star Williams
- Vanna Tran



- Steven Fu

MINUTES

Approve Meeting Minutes dated September 3, 2020 with updates discussed. Melody motions to adopt the September minutes with update discussed. Jen seconded. Motion passes.

PRINCIPAL and/or TEACHER REQUESTS/NEWS

- Capo Valley High School
 - Transitioning to hybrid, approval for Mandarin to allow to stay online, but still need to confirm a few items so communication will be sent out later this week.
 - Looking forward to seeing kids on campus again
- Newhart Middle School
 - Met with some of the Mandarin parents this week to review STAMPS test results. Will be scheduling a Zoom meeting to go over the results in more detail. Mr. Hauser will share the link with Bergeson families as well.
 - Had about 112 students take the STAMPS test
 - Ms. Loh sent out individual results this week.
- Bergeson Elementary
 - Kinder through 3rd has returned to campus, 4th and 5th return Monday
 - Biggest challenge has just been getting all the devices online and some of the schedule transitions
 - Lost students from every grade level this year, but hope that those students will come back to the program
 - A few adjustments have been made with the Teaching Aides so far this year. Should have a better idea of how things are going next week. Expect things to improve as everyone gets into the new routine.
 - Have provided document cameras/projectors for the younger grades
 - 5th graders took STAMPS test last year at the middle school and anticipate them taking it this year

DONATIONS, BUDGET AND FINANCIALS (TREASURER & FINANCIAL CONTROLLER)



- Financial Statements
 - Received about \$7,000 this month, mostly company matches
 - Returned about \$800 for Gala donations
- Invoice approval and expense reimbursements
 - No expense reimbursements
- Reserve discussion
 - Table discussion about designating reserves until next month after ad hoc committee has made recommendations about additional tutoring options.

OTHER BUSINESS

President

- 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
- Teaching Aides
 - Teaching Aides have expressed the school year has been very stressful. Parents expressed concerns about turnover.
 - Greg to follow up and determine if there is still an open Mandarin teaching aide position open (since one of the six from last year left).
- Tutoring
 - Parents have been hearing requests for supplemental Mandarin options
 - Form a small committee to determine the needs of the families and provide some options. Consider getting older student volunteers, Panda Tree, Sister Schools in China
 - Eric, Ingrid, Melody, Amanda

Vice President

- Fundraising
 - Will do a donation drive in February
 - Parking spots are now open
 - There are a few items that can be auctioned off as a flash sale that are left over from last year's gala



- Ambassador Program
- Gala Planning
 - Zack Krone (Auctioneer) has reached out. Melody confirmed we are not planning to do something in February, and Zack is unavailable on May 1st. Melody to inquire about availability in May on a Saturday and the associated cost.
- Spirit Wear discussion
 - Need to announce winners from Back to School and give out spiritwear
 - Need a selling permit in order to sell spirit wear. No cost to acquire a selling permit.
 - Will need to file sales tax returns and ensure there is good record keeping.
 - Melody motions to apply for a selling permit for the purposes of spirit wear. Jen second. Motion passes.
- Other

Outreach Director (VACANT)

- N/A

Community Liaison

- PTA:
 - Membership drive contest starting- Be the first class to get 100% participation! There will be prizes for First, Second and Third. Contest will run starting now through 11/15.
 - Fall Scholastic Book Fair is coming VIRTUALLY starting 10/12; flyers will be sent home for in-person kids.
- BESF
 - BESF has started the 180 Club drive and it will run throughout the month of October. There will be weekly drawings for prizes and the grand prize is a pair of Bose headphones (valued at \$299.99). Donors are welcome to use PayPal, Venmo or personal check for donations.
 - Reminder about the Photography Fundraiser.
- CUSD
 - 9/23/2020 Regular Board Meeting: Nothing specific to the MIP at Bergeson



- Next meeting scheduled for 10/21/2020
- LIPAC
 - Peggy Baerst responded to email and stated the Language Immersion principals are planning to meet and will discuss possible dates and topics for discussion.

Secretary (2 minutes)

- N/A

Communications Director (2 minutes)

- Website update/ Online Store
- Moon Festival

Middle School Liaison (5 minutes)

- N/A

High School Liason (5 minutes)

- MIPAM - Mostly discussed STAMPS test results. Principal Murphine is going to dig deeper into the data. Considering the options to have an organization conduct the data analysis. Also discussed coordinating with other immersion programs to compare results and trends.
- Doing campus walk throughs for incoming freshman

Open Discussion

- N/A

Motions

- Approve meeting minutes dated September 3, 2020 with updates discussed. Melody motions to adopt the September minutes with update discussed. Jen seconded. Motion passes.
- Melody motions to apply for a selling permit for the purposes of spirit wear. Jen second. Motion passes.

Electronic Motions

- N/A



Check Request:

- N/A

Meeting adjourned 8:06 pm

Next board meeting: Thursday November 5, 2020 at 6PM