



FRIENDS of MIP BOARD MEETING MINUTES: 09/03/20

Virtual Meeting called to order: 6:08 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	NP	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:

- Lisa Hoang - Parent

MINUTES

Approve Meeting Minutes dated August 6, 2020. Jen motions to adopt the August minutes. Melody seconded. Motion passes.

PRINCIPAL and/or TEACHER REQUESTS/NEWS

- School News, including Option C (elementary) and B (MS/HS) discussion for MIP
 - Bergeson
 - District sent out information that we will be returning to campus in September. Schedule was built so that we should be able to have option C students dial in. Message sent out tonight to inform



parents that they need to inform the school if they are switching options.

- Greg will send out a video walking around campus and explaining how the reopening will work.
 - K-5 will be required to wear mask except when eating lunch at the tables, six feet apart. Students will wear masks while out on the playground.
 - Plexiglass has been installed. Desks are socially distanced.
- Capo Valley
 - Will have multiple Townhall/Q&A sessions next week.
 - Will be splitting into cohorts.
 - Biggest concern is during down time and passing periods. Will have one-way hallways, and potentially staggered release. For the most part will have kids outside during lunch.
 - Will have some opportunities to have class outside, such as music and choir.
 - Have a lunch pavilion that they can rotate class.
 - Waiting for information from the district to see if secondary will remain 100% online for the Mandarin programs. Still discussing if Mandarin can be every day instead of every other day.
 - Looking to do something fun for the kids - potentially a t-shirt contest to honor the first Mandarin class.

DONATIONS, BUDGET AND FINANCIALS (TREASURER & FINANCIAL CONTROLLER)

- Financial Statements
 - Confirmed with Ms. Gao that they need 41 subscriptions for 5th grade iChinese reader. Went live on August 29th and will be live for a year. Cost was \$1438.22 and paid with the debit card.
 - No Checks written this month.
 - Refunded a few auction items totaling \$9,100 from the gala that could not be used like some of the parking spaces, trip to Hawaii, sporting events.
 - Transferred money from the Savings to the Checking to keep the balance at \$20,000.



- Offline it was discussed to put \$90,000 in reserves for Mandarin teaching aides to ensure we can cover those resources. Board to continue the discussion offline. Should also increase reserve for Chromebooks.
 - Since District purchased 1 Chromebook for every student, MIP should not need to purchase Chromebooks for the next 4 years. District will cover cost of repair for those purchased this year.
- Board to review current budget and potentially make revisions prior to Back to School Night. Include explanation of the changes.
- There was offline discussion about shifting the fiscal year. Board to see how this year's fundraising goes and then discuss again.

OTHER BUSINESS

President

- MIP Board Vacancies
 - Outreach Director position still vacant
- MIPAM
 - Next meeting is September 29th

Vice President

- Welcome Social
 - Recap sent out to the board
 - Had fun with families who did attend
 - Give away family-pack to winners of the social
- Website
 - Feedback
 - Include information about how to get Board Meeting Zoom information
 - Consider incorporating photos from past years to show longevity of the program
 - MIP Businesses



- Discussed the idea to incorporate MIP parent owned businesses via a Google doc or something similar to encourage supporting other MIP families
- Mission/Vision Statement & Values
 - Board to review suggested changes and provide feedback to Melody
- Spirit Wear Store
 - Contact a CPA to discuss sales tax requirements and options to give away spirit wear when people donations. Mary to do some research and share her findings.
- Sponsorship Level names
 - Will change level names to reflect Chinese good fortune symbols
- Stripe pricing
 - Stripe offers a lower cost per transaction. Need to understand what this impact is.
- Mentor program
 - Website has been updated to provide information about how to connect
 - Reach out to Tan and Kung to promote this option to Kinder parents
- Calendar
 - 9/17 MIP Annual Mandatory Meeting
 - 9/28-10/01 MIP Virtual Moon Festival
- Fundraising
 - Going to do various events, probably won't push until February 2021
- Other
 - Volunteer Committees
 - Moms & Dads Committee
 - In the past this hasn't been something run by FoMIP. Tiffany Mui has been involved in the past, Melody to email Tiffany and get additional background and see what is currently planned.



Outreach Director (VACANT)

- N/A

Community Liaison

- PTA: PTA meeting was moved from today's originally scheduled meeting to next Thursday 9/10/2020.
 - Positions available: Financial Secretary, Historian, Auditor (anyone interested please have them email Adriane Casas: amc005@me.com)
- BESF
 - BESF meeting is set for 9/11/20, the time is to be determined
 - Reminder about the Photography Fundraiser: \$35 includes on-location 20 minute session (local venues) with selection of prints/credit. Complete form sent from link in BARK by 10/9/2020 and submit to BESF via email.
- CUSD
 - 9/2/2020 Special Board Meeting: focus on reopening of schools based on new guidelines
 - 8/26/2020 Special Board Meeting: discussion on Public Health Emergency
 - 8/19/2020 Regular Board Meeting: Nothing specific to MIP
- LIPAC
 - Emailed Patricia Effenberger (PaEffenberger@capousd.org) to inquire about next LIPAC meeting or tentative plans for the meetings for the 2020/2021 school year. No response received.
 - Principal Misustin will share more information this week

Secretary (2 minutes)

- N/A

Communications Director (2 minutes)

- Facebook
 - Added an approval step for new posts

Middle School Liaison (2 minutes)



- N/A

High School Liason (2 minutes)

- High school is going well so far
- Need to set up the high school liaison email address

Open Discussion

- N/A

Motions

- Approve Meeting Minutes dated August 6, 2020. Jen motions to adopt the August minutes. Melody seconded. Motion passes.

Electronic Motions

- N/A

Check Request:

- N/A

Meeting adjourned 8:07 pm

Next board meeting: Thursday October 1, 2020 at 6PM