# MINUTES

**FRIENDS of MIP EXECUTIVE BOARD**

**August 4, 2015**

Start: 6:35 pm

## Present: Ami Barrett - President, Joe Emanuele - Treasurer, Katrina Stoufflet – Vice President, Audrey Shaw - Parliamentarian, Debbie James - Secretary, Greg Houser – Principal *(Absent: Susanne Dachgruber, Chi Nguyen)*

Welcome 5 minutes

## FINANCIAL

### • Treasurer’s Report

Discussed updating balance sheets/accounting using Quickbooks, possible future online management…

171K including $8K check from Citizen’s Bank, $163k in Wells Fargo

Since July statement: $2700 for supplemental mandarin materials

 various reimbursements

 $3591 PayPal income – need login!

Discussed tax ID information for United Way, matching funds companies, Bergeson Elementary School Foundation, federal filing status

### • 2015 Annual Fund

– $$ and % participation to date: *tabled until next meeting*

– Incoming K initiatives update: *tabled due to Communications Chair absence*

### • 2015/16 Budget Review

*tabled until next meeting*

## MINUTES

Ami motioned to approve the July minutes, Katrina seconded, accepted unanimously

## BUSINESS

### • Committee Updates

– 2016 Gala, March 5th (handled by Katrina)

 $1500 Deposit for Oak Creek needed: Ami moved to spend, Debbie seconded, accepted unanimously

 Golf Tournament Update : push to 2016 pending interest

### • PTA/Foundation Update -- n/a, Community Liason chair absent

### • 2015/16 Executive Board

– E mail voting procedures: reply all to most recent thread

-- Meeting schedule (6pm start time): office notified

– Agenda item process: please submit to President by the week before the topic, who will present and time to allot

### • 2015/16 Committees

-- Status: many positions vacant, notify President of needs

-- Recruitment initiatives: tables out at first day of school

### • Mentor Program – n/a, Community Liason chair absent

### • First day of School

– Action plan to engage parents: email blast, call for room representatives

– Welcome Back Newsletter contents (handled by Suzanne): annual fund, cost-neutral program reminder, committee positions, MIPAC role & contact information

### • Update from Superintendent Meetings (Audrey)

Reconnect with District’s new position holders, share our program & goals, middle/high school outlook

### • eNews Review—n/a, Communication chair absent

## PRINCIPAL or TEACHER REQUESTS/NEWS

### • 2015/16 Enrollment Information

Two full kindergarten classes

Contact information for new families available TBD

Class assignments to be emailed by school/district

### • 2015/16 New Teacher Hire Status

Annie Chang hired, working with Personnel for second MIP teacher – they are doubling up on interviews!

Grade and class assignments pending 2nd new hire

### • 2015/16 Lead Teacher Status

District has not replied about our document requesting stipend for leads. Greg checking back.

### • 2015/16 Singapore Math Training Status

Reservation date for Dr. Henry pending 2nd teacher hire.

### • 2015/16 Program Coordinator Status

Outside consultant allowed but not for student instruction. MIPAC to look for candidates.

### • Status on 2015/2016 expenditures to date

CUSD allots $10/student for supplies

District sees that a lot of what we’re spending money on isn’t the cost-neutral aspect of the program but teacher’s aides, technology, etc. and chosen extras.

– Singapore Math Textbooks: District looking at funding this year (reimburse us). Already ordered. Greg would like data to support if the method is helping over traditional.

-- Mei Hua Textbooks (2nd-4th grades): Delivered

-- Better Chinese Textbooks: Ordered.

-- Chromebooks: Debbie Raes (office) following up on status.

-- Projectors/Document Cameras – 3rd grade (1) & 4th grade (1): Office to follow up on status.

Additional:

### Middle School Outlook – CUSD and MIPAC

-- Feeder pattern schools, sibling policy, location priority, curriculum content (simplified), funding

* New Attendance Clerk: Jenny

Meeting adjourned at: 7:55 pm

Next meeting : September 1, 2015 6pm

 Current MIPAC appointees

Respectfully Submitted,

Debbie James, Secretary