



**FRIENDS of MIP BOARD MEETING MINUTES: 12/4/2025**  
25302 Rancho Niguel Rd Laguna Niguel, CA 92677 \*Virtual  
Called to order: ~6:05PM

**Roll Call:**

<b>2025-2026 MIP Board Members</b>			
<u>Officer</u>	<u>Present/Not Present</u>	<u>Officer</u>	<u>Present/Not Present</u>
President: Janey Sherman	P	Communications Director: Anne Yoon	P
Co-Vice President: Julianne Finkelburg	P	Secretary: Johanna Yang	P
Co-Vice President: Mel Gojkovich	P	Community Liaison: Open	
Treasurer: Pauline David	P	Co-Newhart Liason: Iris Lai	P
Financial Controller: Joseph Munoz	P	Co-Newhart Liason: Vanna Tran	NP
Co-Outreach Director: Cindy Ong	P	Cap Valley Liason: Stacey Cartledge	P
Co-Outreach Director: Katherine Darst	P	Parliamentarian: Kevin Welker	NP

**Other Attendees:**

- Megan Holland
- Amanda Yeung

**Minutes**

- **Acceptance of Previous Meeting Minutes:** Janey moved to accept the minutes from the Nov 6 meeting, which was seconded by Pauline and the motion passed.

**Principal and/or Teacher Requests**

- **Bergeson Elementary School - Principal Dr. Linda Kim - P**
  - **Campus Festivities and Parental Involvement:** Dr. Kim acknowledged the efforts of families in decorating the campus for the holidays, specifically mentioning the P27 Holiday Boutique Store



and the upcoming TK orientation, and expressed gratitude for the community's involvement.

- **Early Development Index Results:** Dr. Kim reported on the EDI survey, which is conducted every five years, showing Bergeson students in the high 90th percentile for readiness compared to district and county averages, with the only lower domain being gross and fine motor skills in the mid-70th percentile. Janey asked for a copy of report to showcase in the next newsletter, Dr Kim will provide.
- **School Rankings and Community Recognition:** Dr. Kim shared that Bergeson is ranked 11th on [niche.com](https://niche.com) and is the top elementary school in Capo Unified, with Castille Elementary following at 13th, attributing this success to the combined efforts of staff, students, and parents.
- **Orientation Feedback and Outreach Practices:** Cindy inquired about the effectiveness of orientations and the collection of prospective family contact information; Dr. Kim explained the use of QR codes for email collection, the importance of parent testimonials, and the privacy considerations in sharing contact details. Janey and Cindy suggest opt-in mechanisms for further outreach.
- **Changes to Registration Deadlines and Transfer Processes:** Cindy and Dr. Kim discussed the district's decision to move the registration deadline from May 1st to February 1st, the implications for district transfers, and clarified the differences between School of Choice and the Mandarin Immersion Program application processes. Dr. Kim mentioned that she will be sending a followup email one week before the deadline and Colleen will also contact each family to help with the registration process.

- **Newhart Middle School - Principal John Bajorek - NP**

- **Capo Valley High School - Principal John Misustin – P**

- **Upcoming Events and Student Activities:** Principal Misustin outlined several upcoming events at Capo Valley High School, including music concerts, a dress drive, a holiday toy drive, the annual teddy toss basketball game, and new events such as Dancing with the Cougars and the winter formal.
- **School Rankings and Honors:** Principal Misustin highlighted Capo Valley High School's top rankings on [niche.com](https://niche.com) for best high school and best college prep high school in the district, as well as a congressional honor for being an Educational Results Foundation honor roll school. Janey asked for a copy of results to showcase in our next newsletter, Principal Misustin will provide.
- **Transition Support for MIP Students:** Janey asked about formalized opportunities for Newhart MIP students transitioning to Capo; Principal Misustin explained that while there is a general transition program and parent panels at open house on January 22, there are no program-specific activities, but expressed willingness to collaborate on creating such support.
- **Parent and Staff Collaboration:** Stacey and Janey discussed existing presentations and classroom visits for transitioning students, agreeing to coordinate offline to explore additional support mechanisms.



## Other Business

- **Financials:** Pauline emailed the Treasurer's report, below is a summary.

**Thursday, December 4, 2025**

### **FoMIP Board Meeting - Treasurer's Report**

#### **ACCOUNT BALANCES** (as of 2PM on 12/3)

Checking - Wells Fargo	\$	204,328.89
Savings - Wells Fargo	\$	137,373.30
PayPal	\$	-

**TOTAL BANK BALANCE** \$ 341,702.19

#### **EXPENSES**

		<b><u>STATUS</u></b>	<b><u>DATE</u></b>	<b><u>NOTES</u></b>
Quickbooks subscription (monthly)	\$	75.00 Paid - EFT	11/10/2025	
Fundraiser: Golf - Posters	\$	41.37 Paid - EFT to Meli	11/13/2025	
Fundraiser: Annual Giving - Popsicles	\$	27.96 Paid - WF CC	11/18/2025	
Operations - TechSoup	\$	34.00 Paid - WF CC	11/19/2025	Webpage platform
Welcome Back Social	\$	89.66 Paid - EFT to Cindy	11/20/2025	
Fundraiser: Balldrop - Prizes	\$	646.47 Paid - WF CC	11/21/2025	(1) Playstation, (3) Beats headphones
Fundraiser: Golf - Prizes	\$	83.66 Paid - WF CC	11/21/2025	Frames for artwork as prizes
Kindful - Fundrasing Platform/CC Fees	\$	64.01 Paid - EFT	12/2/2025	
Fundraiser: Golf - General Expense	\$	180.60 Paid - EF CC	12/3/2025	Golfballs for swag bags
	\$	-		

**TOTAL EXPENSES** \$ 1,242.73

#### **GAINS**

Fundraiser: Golf/Balldrop - Direct donation	\$	2,250.00	To purchase prizes and other fundraiser related expenses
---	----	----------	--

**TOTAL GAINS** \$ 2,250.00

#### **PROJECTED EXPENSES**

Fundraiser: Golf - Top Prize	\$	500.00	
Fundraiser: Golf - Top 2,3,4	\$	450.00	
Fundraiser: Golf - Top each Grade	\$	700.00	
Newhart - (2) additional class periods 2 of 2 payments	\$	30,828.00	1/2/2026
Bergeson - PARA/Teaching Assistants 2 of 3 payments	\$	45,561.00	1/16/2026
Bergeson - PARA/Teaching Assistants 3 of 3 payments	\$	45,560.00	4/3/2026
Bergeson - End of Year - Lion Dance	300-500		

**TOTAL PROJECTED EXPENSES** \$ 121,949.00

#### **PROJECTED GAINS**

Fundraiser: Golf Tournament-Tijeras Creek			
Fundraiser: Ball Drop	\$	9,000.00	
Fundraiser: Gala			

**TOTAL PROJECTED GAINS** \$ 9,000.00



- **Budget Review and Approval of Amendments:**
  - **Current Financial Status and Fundraising Gains:** Pauline reported on account balances, recent expenses, and gains from fundraisers, noting that the golf tournament and direct donations have contributed significantly, but the overall fundraising goal was not met, resulting in a shortfall.
  - **Alternative Budget Adjustments:** Pauline described adjustments in the alternative budget, including removing unused technology expenses for Capo, reducing support for Newhart class periods, and halving technology upgrades for Bergeson, with the aim of balancing the budget.
  - **Discussion of Specific Line Items:** Stacey, Principal Misustin, and Megan raised questions about software expenses, teacher training and conference allocations, and the use of iChinese Reader, leading to clarifications and agreement to revisit some items in January.
  - **Approval Process and Next Steps:** Janey facilitated the motion to approve the budget, solicited final questions, and agreed to revisit teacher training and conference funding in the next meeting based on further input from principals and staff before approving an alternative budget.
  
- **Golf Tournament Planning and Execution:**
  - **Event Logistics and Volunteer Coordination:** Meli shared the volunteer timeline and roles for the golf tournament, including check-in, on-course support, ball drop, dinner check-in, and clean-up, with shifts and responsibilities outlined for the event day.
  - **Merchandise Sales:** Pauline and Johanna will coordinate the distribution and sale of newly designed MIP hats, with plans to showcase them at the parade and sell remaining inventory online.
  - **Sponsorships and Auction Items:** The team confirmed sponsor contributions, discussed the inclusion of sponsor logos in event materials and on golf carts, and finalized plans for silent auction items, including logistics for displaying and distributing prizes.
  
- **Lunar New Year and Outreach Initiatives:**
  - **Lunar New Year Art Contest Planning:** Cindy and Katherine outlined plans for the annual art contest themed on the new Zodiac - horse, discussed timelines, prize sourcing, and the possibility of expanding participation to Newhart and Capo students, with Stacey expressing interest for high school involvement.
  - **MIP Ambassador Performances:** Cindy announced confirmed performances at the Irvine Great Park parade and Mission Viejo Mall, with ongoing coordination for additional venues and collaboration with Dr. Kim and teachers to prepare student performances.
  - **Arts and Crafts Workshop Proposal:** Katherine proposed organizing a paid arts and crafts workshop for students to create dragon headbands and other items, with suggestions from Stacey and Cindy to consider hosting the activity at school or as a fundraiser during performances.
  - **Coordination with Middle and High Schools:** Iris and Stacey discussed plans for Lunar New Year celebrations at Newhart and Capo, including lion dance performances and potential participation in MIP ambassador events, with ongoing communication to finalize details.
  
- **Social Media and Communications Update:**
  - **Social Media Growth Metrics:** Cindy reported a gain of 174 followers in two months, 81,000 views in November (a 384% increase), and high engagement from non-followers, attributing the success to collaborative content and strategic tagging.



**Content Strategy and Collaboration:** Meli and Cindy encouraged board members to contribute stories and content, emphasizing the importance of social media in outreach and the positive impact of principal and staff collaboration.

#### **Follow-up Tasks**

- **Prospective Family Email Opt-In:** Include an opt-in link in the follow-up email to prospective families allowing them to subscribe to the MIP newsletter for further information. (Dr Kim)
- **EDI and School Ranking Results:** Dr Kim and Principal Misustin to forward EDI and school ranking results to showcase in the next newsletter. (Dr. Kim, Principal Misustin)
- **Budget Approval and Teacher Training Allocation:** Revisit and discuss the budget in January, specifically addressing teacher training and conference allocations based on principal and teacher input.
- **Golf Tournament Signage and Materials:** Check the MIP closet for existing banners, sign holders, and other signage materials to determine what can be used for the golf tournament. (Julianne, Meli)
- **Golf Tournament Sponsor Logos on Golf Carts:** Confirm with Mike at Tijeras Creek the requirements and process for displaying sponsor logos on golf cart screens during the tournament. (Julianne)
- **Golf Tournament Helicopter Ball Drop Coordination:** Confirm with Mike at Tijeras Creek who is responsible for providing the final golf ball count to the helicopter company for the ball drop. (Julianne)
- **Merchandise Sales:** Set up website to sell new design merchandise online (Johanna)