

**Los Gatos-Saratoga Observation Nursery School  
Board Meeting Minutes  
January 8, 2013**

**Board Members (Voting and Non-Voting) Present:** Kirsten Lundstrom, Priscilla Amend, Tania Yong, Vaughan Sheridan, Dominic Giacalone, Eric Rider, Tandem Hayden, Martina Kocianova, Yumi Hiroshima, Julia Lombardi, Mary Ly.

**Administrative Director: Jane Krejci**

- I. **The meeting was called to order at 7:16 P.M.**
- II. **Review and approval of December 4, 2012 minutes.**
  - A. Motion to approve December 4, 2012 minutes as modified by Dominic, 2<sup>nd</sup> made by Tandem, all in favor.
    - i. In section IV. B., change word "official" to "preliminary".
- III. **Chair Report (Priscilla):**
  - A. Review, discuss and vote to approve funds for the hosting of the Management System Application.
    - i. Review/Discussion: Eric reviewed a number of items regarding costs for the new system.
      1. Development: The team decided to use an open source (free) product called Dojo instead of XTJS in their development, which would save the cost of licenses (as reported in last month's meeting).
      2. Hosting: Eric is still looking at various options beyond CloudFoundry, which they are currently using for free in its beta form. Ideally it supports VMWare infrastructure, so that does limit options somewhat. It was asked if the website could be hosted on the same service, but Eric thought that would be excessive for what the current website is.
        - a. Amazon: \$500-800 per year
        - b. Other options: \$16-18 per month
        - c. Rackspace:
          - i. \$16 per month (non-VMWare environment)
          - ii. \$30 pre month for VMWare infrastructure
      3. SSL Certificate: For security, we will need to pay for an SSL Certificate on a yearly basis. Important that we get high-level security and could cost \$100-150 per year.
        - a. Verizon: \$300-800
        - b. Go Daddy: \$69
    - ii. Vote: It was decided that the vote for funds would be moved out to a later date as none of these services will need to be implemented in the immediate future.
- IV. **Administrative Director Report (Jane K.):**
  - A. Meeting with Tough Shed, January 17<sup>th</sup>, to see what options there are. Timing is still to be determined.
  - B. According to our financial statements, the School's investments have gone up in value.
- V. **Lead Teacher Report (Marie):** No report.
- VI. **Voting Chair Reports:**

- A. Secretary (Kirsten):** No report.  
**B. Treasurer (Dominic):** Reported the final numbers for the Raffle.

<b>Income</b>	
Ticket Sales	10,735.00
Maui Prize Upgrade	700.00
Willow Street – ticket sponsor	150.00
<b>Total Income:</b>	<b>11,585.00</b>
<b>Expense</b>	
Ticket Printing	(236.48)
Prize – Apple	(655.17)
Prize – Maui	
<b>Net Income:</b>	<b>10,693.35</b>

**C. Information/Marketing (Tania):**

- i. Information:
  1. Open House is Sunday, January 20, 2013.
    - a. Promotion:
      - i. Bay Area Parent: \$500
      - ii. Silicon Valley Newspapers (Los Gatos, Saratoga, Willow Glen, Cambrian & Campbell): \$100
      - iii. Facebook: \$15 (Vaughan to take care of)
      - iv. Tandem said she would promote with her network at Las Madres: free!
    - b. Will email for volunteers for the day.
    - c. There should be a cooking project. Will recruit a parent to help with that.

**D. Registration (Martina):**

- i. Enrollment:
  1. F2's had one family withdraw. Enrollment down to 13.
  2. 4/5's had two students withdraw (twins). Enrollment at 17.
  3. Sat PM is adding two new families.

**E. Forms/Correspondence (Shelly):** No report.

**F. Programs (Cristina/Julia):** Julia reported: Will have approval on course descriptions in order to meet the newsletter publication.

- i. Second semester schedule is almost done.
  1. Jan. 30, 2013: Common Ground Series: Parenting for Authentic Success – Madeline Levine, Ph.D.
  2. Feb. 12, 2013: General Meeting: Eileen Healy
  3. Mar. 4, 2013: How to Blog Like a Pro – Erica Montgomery
  4. Mar. 11, 2013: Project Cornerstone – Linda Silvas
  5. Mar. 21, 2013: Parenting as a Team for Couples
  6. Mar 28, 2013: Supporting Friendships: Teaching Social Skills – Heidi Emberling, MA
  7. April 23 or 30, 2013: Tips for Improving Communication with Your Children – Adam & Aurianne Dorsay
- ii. Currently is way under budget for the year.

**G. Facilities (Tandem):**

- i. Chicken coop: Tandem inspected the coop and didn't find any breaches. The coop is old but is functional. The chickens are safe and warm at night. Using the Eagle Scouts to repair/upgrade or build a new coop are all feasible options.
- ii. There was a discussion to move the Open House next year to the weekend after MLK Jr. Day Weekend so as to not compete with the

three-day weekend. This would also move the Work Day so it wouldn't compete with the holiday either.

- H. **Purchasing (Yumi):** Purchased an electric paper towel dispenser for the Schoolhouse.
- I. **Technologist (Eric):** See review/discussion under Chair Report.
- J. **Webmaster (Vaughan):**
  - i. Has posted the Open House information on the website.
  - ii. Registration page is pending new information. Will be updated shortly after meeting with Systems Management team in which this year's registration process is finalized.
- K. **Newsletter (Michele/Derek):** Priscilla reported for Michele:
  - i. Is continuing to work on newsletter. Will come out before the Open House on the 20<sup>th</sup>.
- L. **Auction (Amy, Mary, Rusti):** Mary reported:
  - i. Catering: Is in talks with a vendor, Talula Bay, who is interested in potentially donating everything, including dessert. Is perfectly happy to work have Taco Time there too.
    - 1. There was an idea discussed that a Taco Time dinner for a group would make a great auction item.
  - ii. Flowers/Centerpieces: Mary had ideas for centerpieces that would include the children's photos from each class. Working on a design that would make them broadly appealing so as to garner a lot of bidding at the auction.
  - iii. Invitations: Mary is working on finding someone to do the invitations after the person who originally agreed to do them withdrew from the school.
  - iv. Rusty is continuing to work with Greater Giving.
  - v. Mary is going to look into using the "Join Me" feature that Greater Giving has to potentially help donations.

## VII. Non-voting Chair Reports:

- A. **Alumni Liaison (Ashleigh):** No report.
- B. **Animals (Casey):** No report.
- C. **Community Service Liaison (Caroline):** Priscilla reported for Caroline:
  - i. Our Mountain School community donated a total of 50 gifts toward The Christmas Project. Thank you for your generous contributions! Our next community service project is a Second Harvest Food Bank Food and Fund drive. A bin will be in the Schoolhouse from early February through March 14.
- D. **Family Partnership (Alison):** No report.
- E. **Garden (Robin):** No report.
- F. **Go Green Advocate (Angie):** No report.
- G. **Grant Writer (Margaret):** No report.
- H. **Health and Safety Coordinator (Michele):** No report.
- I. **Librarian (Kari):** No report.
- J. **Mountain School Parties (Margaret):** No report.
- K. **Raffle (Kuni/Amoreena):** No report.
- L. **School Photos (Vivian):** No report.
- M. **Scrip/eScrip (Ximena):** Priscilla reported for Ximena:
  - i. December Scrip sales were higher than expected. December Scrip order total – all orders \$12,295. Net earnings \$759. 6.2%
- N. **Social (Linda):** No report.
- O. **T-shirt sales (Jae):** No report.
- P. **Turkey Trot (Anna/Denise):** No report.
- Q. **Workday Coordinator (Kumi):** No report.

**VIII. New Business**

- A.** No new business.

**IX. Adjourn**

Meeting adjourned at 8:21 p.m.

**Next meeting:** Tuesday, February 5, 2012 at 7:00 p.m. at Van Meter Elementary School.