

**Los Gatos-Saratoga Observation Nursery School
Board Meeting Minutes
February 7, 2012**

Board Members (Voting and Non-Voting) Present: Jean Lattie, Mark Modeste, Karen McVay, Jane Krejci, Shelly Moss, Priscilla Amend, Sherri Ingrassia, Peter Savich, Martina Kocianova, Vaughan Sheridan, Kirsten Lundstrom

Administrative Director

Jane Krejci

- I. **The meeting was called to order at 7:12 P.M.**
- II. **Review and approval of January 10, 2012 minutes.**
 - A. Motion to approve January 10, 2012 minutes made by Vaughn, 2nd made by Sherri, all in favor.
- III. **Chair Report (Priscilla):**
 - A. Jean is stepping down as Secretary for her leave. Priscilla thanked Jean for her years of service to Mountain School, first as Community Service Liaison for two years and then as Secretary for the last year and a half. Priscilla asked for a motion to approve Kirsten Lundstrom as the new Secretary for the remainder of 2011-2012 school year. Motion to approve Kirsten as new Secretary made by Sherri, 2nd made by Martina, all in favor.
 - B. Priscilla asked for all present to introduce themselves so Kirsten could meet everyone.
 - C. Priscilla reported that the nominating committee has been formed and consists of Angie Giacalone, Alison McElravey and Margaret Pettit. Rusti Icenogle is an auxiliary member.
- IV. **Administrative Director Report (Jane):**
 - A. Jane reported on summer school tuition, with a recommendation that the cost stay the same at \$295, which works out to be about \$28/day. Los Gatos Parent is \$27/day and Mulberry is \$29-30/day. The consensus was to leave the tuition as it is.
 - B. Star One Credit Union donated \$1,500 to the school this year. During past years they gave us \$2,500.
- V. **Lead Teacher Report (Marie):** No report
- VI. **Voting Chair Reports:**
 - A. **Secretary (Jean):** Jean provided all source files (Word documents) to Vaughn to put on the new archives webpage unlinked from the website. Jean will give the binder and CD with all Word documents and PDF files to Kirsten to use as the new Secretary.
 - B. **Treasurer (Peter):**
 - i. We have new families that we are collecting tuition payments for.
 - ii. Peter reported that T-shirts profits are increasing. We have more than doubled the number of items sold and the average price per clothing.
 - C. **Information (Nicole):** No Report
 - D. **Registration (Martina):**
 - i. For the current year, all classes are filled. 4/5s class is filled and the Saturday Afternoon class is filled.
 - ii. 114 applications received so far for 2012-2013 school year but most of those were postmarked from 2/3/12. The postmark deadline was 2/6/12 so applications will still be streaming in over the next few days.

- iii. For the 2s class, we have 32 applicants total (15 for Wednesday, 11 for Friday, 6 Saturday).
- iv. In the write-in section where new families list the reasons they are interested in Mountain School, some people provided long letters. Reasons listed included the following - outdoors, cooking program, parent observation, free play, that my child gets to do whatever he wants to do.

E. Fundraising/Auction (Amy, Karen, Ramanan, Rusti):

- i. Karen reported that things for the auction are moving along. Catalog online is being updated and there are a lot of donations. Amy is finalizing the caterer. There are six weeks to go until the Auction.

F. Facilities (Mark):

- i. January workday went well, even with the rain.
- ii. The area for the spider web structure is cleared. Mark has gotten a great response for helpers to help install the spider web over the next two Saturdays.

G. Programs (Yumi and Liz): Priscilla reported for Yumi and Liz. The General Meeting is Thursday, February 16 at 7PM in the Van Meter Cafeteria. Topic is "When to Say What: Talking to Children about Identity and Diversity" by Alison Park, founder of Blink Consulting.

H. Newsletter (Michele): Priscilla reported for Michele. The next newsletter will come out in March, just in time for the Auction. Submission for articles is due by March 7th. Michele will send out a reminder as the date gets closer.

I. Forms/Correspondence (Shelly):

- i. We have new families that are sending in forms.
- ii. For the upcoming school year, we will email enrollment forms to families rather than mail them. Vaughan is also creating a webpage for forms for all classes to be posted at once they have been updated for next school year. Families will be able to download forms from the website. Families will still need to print, complete, and mail them to the Forms Chair.

J. Purchasing (Sherri): Sherri is going to put a clipboard in the kitchen for people to put a wish list up when they run out of items.

K. Webmaster (Vaughan):

- i. Vaughan reported he is making some progress in the database project using three classes of "dummy data" with various names, trialing family managements. Sherri and Eric Rider are trialing the databases to narrow it down to one.
- ii. Vaughan set up a blank page for the 2012-2013 forms to be posted when they are ready.
- iii. Vaughn will be taking out all the minutes off the website except the current year's minutes. He will store them in PDF format on the website and the Word documents (or source files) will be on an archive webpage unlinked from the website.

VII. Non-voting Chair Reports:

- A. Alumni Liaison (Ashleigh):** No report
- B. Animals (Julia):** No report
- C. Community Service Liaison (Mira):** Priscilla reported that an email was sent out on Feb 5th with details on the Second Harvest Food Bank drive.
- D. Family Partnership (Alison):** No report
- E. Go Green Advocate (Angie):** No report
- F. Grant Writer (Margaret):** No report
- G. Health (Taffy):** No report
- H. Librarian (Tara):** No report
- I. Marketing (TBD):** No report
- J. Mountain School Parties (Margaret):** No report

- K. **Raffle (Amoreena and Kuniko):** No report
- L. **School Photos (Anne):** No report
- M. **Scrip/eScrip (Stephanie):** No report
- N. **T-shirt sales (Anne-Michelle):** No report
- O. **Turkey Trot (Patricia, Tania Rosa):** No report
- P. **Workday Coordinator (Tandem):** No report

VIII. New Business

- A. No new business

IX. Adjourn

Meeting Adjourned at 8:12 p.m.

Next meeting: Tuesday, March 6, 2012 at 7:00 p.m. at Van Meter Elementary School.