

**Los Gatos-Saratoga Observation Nursery School
Board Meeting Minutes
March 6, 2012**

Board Members (Voting and Non-Voting) Present: Elizabeth Basallaje, Priscilla Amend, Sherri Ingrassia, Rusti Icenogle, Martina Kocianova, Vaughan Sheridan, Kirsten Lundstrom, Peter Savich (via speaker phone)

Administrative Director

Jane Krejci

- I. **The meeting was called to order at 7:32 P.M.**
- II. **Review and approval of February 7, 2012 minutes.**
 - A. Motion to approve February 7, 2012 minutes made by Vaughan, 2nd made by Liz, all in favor.
- III. **Chair Report (Priscilla):**
 - A. Executive Committee voted 4-0 to grant priority registration status to a current family who sent in its 2012-2013 application one day late.
 - B. Reviewed and voted on Registration petitions for the 2012-2013 school year.
 - i. Petition for child of new family to attend 3's class with birthday 9/11/09. Motion to approve child be placed on the 3's class wait list made by Sherri, 2nd made by Vaughan, all in favor.
 - ii. Petition for child of current family in the 3/4's class to attend a fourth year in order to enter the 4/5's class. Motion to approve child be placed on the wait list made by Vaughan, 2nd made by Sherri, all in favor.
 - iii. Petition for "alumni" child of a current family to attend 2's class with birthdate 9/4/10. Motion to approve child be placed on the 2's class wait list by Peter, 2nd made by Rusti, all in favor.
 - iv. Petition for child of new family to attend 2's class with birthday 9/2/10. Motion to approve child be placed on the 2's class wait list made by Kirsten, 2nd made by Liz, all in favor.
- IV. **Administrative Director Report (Jane K.):**
 - A. Summer school application sent out today. Five week session starting in late June.
 - B. The "Spider Web" play structure is up and Jane K. wanted it to be recognized, the extra work of Tandem and Mark to make the project successful. Martina added they exceeded expectations.
- V. **Lead Teacher Report (Marie):** No report
- VI. **Voting Chair Reports:**
 - A. **Secretary (Kirsten):** During the last Work Day on March 5, she worked in the parent room, cleared much of the bulletin boards, and organized Emergency/Official school information. Materials still need updating and consolidating. End result will hopefully be much easier to navigate and maintain going forward.
 - B. **Treasurer (Peter):** Business as usual. (Money in; money out. Ka-ching.)
 - C. **Information (Nicole):** No Report
 - D. **Registration (Martina):**
 - i. No new applications.
 - ii. Twos classes head count: 12 in Fridays and Wednesdays; 10 in Saturdays.
 - iii. Saturday PM is 20-22 children; not all will accept the offered spot.

- iv. Martina recommends more outreach. Summer school doesn't usually fill up with current families so it should be promoted to help generate more new families for summer school and possible applications for next year.

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

- i. Rusti reported that Ramanan will be in India until after the auction so his tasks are being distributed to others.
- ii. They have lots of donations.
- iii. Great decorations.
- iv. Amy is correcting the RSVP issue since an email was sent with a faulty return email address.
- v. Anticipated attendance: 200. (Invites sent to 89 families, 20 teachers and 75 alumni.)

F. Facilities (Mark): No Report

G. Programs (Yumi and Liz):

- i. Liz reported that Amy Williams, the speaker for the Peaceful Parenting Mini-Course coming up on Monday, March 26, has kindly offered to open it up so there is no longer a limit on attendance. The website has been changed to reflect this.
- ii. There is an evaluation on the General Meeting on Diversity (prepared by the teachers) for parents to fill out at the Schoolhouse.

A. Newsletter (Michele): Priscilla reported for Michele that the deadline for submissions for the next newsletter is March 7.

B. Forms/Correspondence (Shelly): Priscilla reported for Shelly that all forms for the 2012-2013 school year are almost finalized. There is a new LGSONS-specific TB screening form.

C. Purchasing (Sherri): Reviewed earthquake kit and determined it needed updating. Plans to replenish food and expired materials after classes have moved outside. Reasonable dated items/food will be donated to Sacred Heart.

D. Webmaster (Vaughan): Making corrections to website. Ready for the newsletter. No activity on the database project but has test data ready to go.

VII. Non-voting Chair Reports:

- A. Alumni Liaison (Ashleigh):** No report
- B. Animals (Julia):** No report
- C. Community Service Liaison (Mira):** No Report
- 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 8:34 p.m.

Next meeting: Tuesday, April 3, 2012 at 7:00 p.m. at Van Meter Elementary School.