

**Los Gatos-Saratoga Observation Nursery School
Board Meeting Minutes
Tuesday, February 7, 2017**

Board Members (Voting and Non-Voting) Present: Michele Moore, Kerri Webb, Lanyll Smith, Jordan Emmart, Marissa Tuttle, Elizabeth Wallace, Thuan Pham, Elliott Myers, Christi Zenteno, Tania Vong.

Administrative Director: Leslie Bergh.

- I. Called to Order at 7:13 pm.
- II. Review and Approval of Minutes - Motion to approve January minutes:
1st Christi, 2nd Thuan, minutes approved.
- III. Chair Report (Elizabeth)- reported the Executive Board outcome regarding the Family Partnership Coordinator petition.
- IV. Administrative Director's Report (Leslie) - Reported on the condition of the septic, safety and the upcoming membership evaluation.
- V. Lead Teacher's Report (Marie) - No Report
- VI. Voting Chair Reports
 - Secretary (Lanyll) - No Report
 - Treasurer (Elliott) - No Report
 - Information (Michele) - Open House reviewed and upcoming Summer School.
 - Registration (Kerri) - Five Petitions presented and voted. #1 Petition denied, unanimously. #2 Petition Second tier acceptance. 1st Thuan, 2nd Christi, 1 Opposed Michele, motion passed. #3 Second Tier acceptance 1st Lanyll, 2nd Christi, motion approved. #4 Petition Denied unanimously. #5 Petition Denied unanimously. Second Tiered acceptance characterized as the student is considered for specified class after all students identified age appropriate for the given class.
 - Forms (Christi) - Discussion of proposed change to the Family Partnership Questionnaire for the 2017/18 school year.
 - Program (Patricia/Jordan) - Report on canceled mini session.
 - Facility (Pedro) - No Report
 - Purchasing (Tandem) - No Report
 - Webmaster (Tania/Ky) - No Report
 - Newsletter (Marissa) - No report
 - Fundraising (Thuan) - Report on raffle and May Fair activity.
- VII. Non-Voting Chair Reports
 - Alumni Liaison (Cristina) - No Report
 - Animals Chair (Gina) - No Report

- Community Service Liaison (Caroline) - No Report
- Family Partnerships (Michelle) - No Report
- Garden Coordinator (Nels) - No Report
- Health and Safety Coordinator (Jane) - No Report
- Librarian (Courtney) - No Report
- Marketing (Maggie) - Mountain School Parties (Jesep) - No Report
- School Photos (Jesep) - No Report
- Social (Xi) - No Report
- T-Shirt/Sweatshirt Sales (Jen) - No Report
- Workday Coordinator (Gavin) - No Report

VII. New Business

- Marissa -Lock down procedure reviewed and discussed.
- Tania (Nomination Committee) - Update of identified openings to be posting in Basecamp and newsletter.
- Leslie - Discussed Family Partnership Changes
- Elizabeth - Proposed Family Partnership Coordinator #5 addition in Article IXX, Family Partnership Coordinator in the Bylaws. 1st Michele, 2nd Kerri, motion passed unanimously.

VIII. Adjourn - Meeting adjourned at 9:20 pm.