

**Final
Los Gatos-Saratoga Observation Nursery School
Board Meeting Minutes
March 5, 2013**

Board Members (Voting and Non-Voting) Present: Kirsten Lundstrom, Priscilla Amend, Shelly Moss, Vaughan Sheridan, Dominic Giacalone, Eric Rider, Tandem Hayden, Martina Kocianova, Rusti Icenogle, Julia Lombardi, Ximena Domagalski.

Head Teacher: Marie Imai

- I. **The meeting was called to order at 7:21 P.M.**
- II. **Review and approval of February 5, 2013 minutes.**
 - A. Motion to approve February 5, 2013 minutes made by Shelly, 2nd made by Dominic, all in favor.
- III. **Chair Report (Priscilla):**
 - A. Preparing the 2012-13 School Year Evaluation.
 - i. Plans to deliver to school community after the Auction. Targeting Monday, April 22.
 - ii. Please submit questions for the evaluation to Priscilla.
- IV. **Administrative Director Report (Jane K.): Marie reported for Jane:**
 - A. Tuff Shed
 - i. Demolition planned to start 4/28.
 - ii. Erection of new shed in early May.
- V. **Lead Teacher Report (Marie):**
 - A. Summer Session
 - i. Lead teacher: Leslie Berg.
 - ii. Assistant teachers: Sharon, Stevie, Charlotte and Leslie B.
 - B. Currently looking for a head teacher for the Saturday 2's class, 2013-14.
 - C. Mountain School graduates transition to Kindergarten.
 - i. Marie brought up the idea of a survey for Mountain School alumni to see what the transition was like to kindergarten. Given Mountain School is decidedly not academic in focus, are there challenges to Kinder-entry?
 1. Do families supplement the Mountain School experience with other more academic programs and/or home activities?
- VI. **Voting Chair Reports:**
 - A. **Secretary (Kirsten):** No report.
 - B. **Treasurer (Dominic):** No report.
 - C. **Information/Marketing (Tania):** No report, but congratulations!
 - D. **Registration (Martina):**
 - i. Petitions
 1. Revisited petition of student requesting a fourth year in regular classes (4/5s) in the 2013-14 school year. Has already attended 2's, 3's and 3/4s classes. Teacher recommended the child would benefit from a fourth year at Mountain School.
 - a. Motion to approve made by Kirsten, 2nd made by Julia, all in favor.
 2. Student requests to repeat the 3/4's class. Teacher recommends the student would benefit from repeating the class.

- a. Motion to approve made by Kirsten, 2nd made by Tandem, all in favor.
 - E. **Forms/Correspondence (Shelly):** Has two checks in from families for Dominic.
 - F. **Programs (Cristina/Julia):** Julia reported:
 - i. Second semester schedule:
 - 1. Mar. 4, 2013: How to Blog Like a Pro – Erica Montgomery
 - a. A great program. Wished it had a higher attendance.
 - 2. Mar. 11, 2013: Project Cornerstone – Linda Silvus
 - 3. Mar. 21, 2013: Parenting as a Team for Couples
 - 4. Mar 28, 2013: Supporting Friendships: Teaching Social Skills – Heidi Emberling, MA
 - 5. April 23, 2013: Tips for Improving Communication with Your Children – Adam & Aurianne Dorsay
 - ii. Already working on 2013-14 programs.
- G. **Facilities (Tandem):**
 - i. Work Day went really well.
- H. **Purchasing (Yumi):** No Report.
- I. **Technologist (Eric):**
 - i. There has been some delays in the development on the registration interface and will be meeting to determine if they will be able to do the class assignments online or will have to do them manually after all.
 - ii. Forms: will also discuss at the upcoming meeting whether to attempt online form distribution or continue with current method for next school year.
- J. **Webmaster (Vaughan):**
 - i. Some small changes to the website.
 - ii. Issue with one user not receiving all the emails sent to list.
- K. **Newsletter (Michele/Derek):** No Report.
- L. **Auction (Amy, Mary, Rusti):** Rusti reported:
 - i. Family donations are looking good.
 - ii. Mary is continuing on the event planning.
 - iii. Data entry is going well.
 - iv. IT volunteer was able to borrow three laptops from his employer for the cashier positions.
 - v. Clarification on ticket costs: The cost of the auction tickets for current families is NOT embedded in tuition. This has been a misconception. There is no actual line item in the budget for auction tickets. This year, as in the last couple of years, it was the decision of the auction committee to offer tickets as complimentary. Historically, tickets have been sold to current families to cover some expenses of the auction.
- 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. Second Harvest Food Bank Food and Fund drive is currently underway. The bin is in the Schoolhouse until March 14th.
 - D. **Family Partnership (Alison):** No report.
 - E. **Garden (Robin):** Priscilla reported for Robin. There are still issues with the irrigation system. Tandem relayed that Willy thought it was just an issue with the timer. Perhaps it has failed. Tandem will follow up.
 - 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):

- i. Total Scrip & eScrip revenues: September through January = \$1,270
- ii. eScrip Revenues: Averaging \$70-80 per month
- iii. Julia relayed the idea of a sign-up contest for next school year.
- iv. There was some discussion regarding one more Whole Foods offering for this year. Timing was an issue because of Auction vs. busy end of school year. No decision was made during the meeting.

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 8:40 p.m.

Next meeting: Tuesday, April 9, 2012 at 7:00 p.m. at Van Meter Elementary School.