

March 6, 2007

Board Meeting Minutes

### **Sunnymont Executive Board Meeting**

**March 6, 2007 at Sunnymont**

**7:13pm – 8:55pm**

**Attendees:** Scott Eklund, Kara Ligda, Dave O'Neal, Nora Menke, Julie Del Fava, Josh Dorese\*, Michael Borbas, Kathryn Murch, Heidi King, Lisa Derrington, Miko Ohno, Bernadette Ryan, Tinka Niedermier, Debbie Campi

**Guests:**

**Absent:**

**Proxies:**

\*Josh joined the meeting after the voting had occurred.

#### **Opening**

Scott reviewed the agenda.

#### **Approval of the February 6th meeting minutes**

*Heidi motioned for the approval of the February 6th meeting minutes. Miko seconded. 9 votes approved. 1 vote abstained. Motion passed.*

#### **Approval of the January Financial Report**

\$117,321.52 in assets. \$85,964.70 in total current assets. The scholarship fund is negative again (32.00.) November rent check finally cleared after reissue but it is still not reflected in these financials. Monthly and YTD Income statement shows \$30.00 for Garage sale income. Kathryn wondered why. Lisa answered that it was from consignment and that this was the last of the consignment. T-Shirts and T-Shirt expenses are now clear and we reaped a profit of \$109.96. Miko wondered why Scholastic book shows as 0.00. Nora explained that we just take in and put out the money. We do not get any income from this but we do get books!! Nora switched our account to a special account. She thinks we are getting a 5% return but will let us know when she gets the next statement.

*Kara motioned for the approval of the January financial report. Kathryn seconded. 10 votes approved. Motion passed.*

#### **Approval of the Nomination Committee Roster**

Scott presented the roster.

- 1-day - Heidi King and Kara Ligda
- 2-day - Lisa Derrington and Monica Wercinski
- 3-day - Miko Ohno and Trelawney Peirera
- 4-day - Bernadette Ryan and Kathryn Murch

*Michael motioned for the approval of the Nomination Committee roster. Miko seconded. 10 votes approved. Motion passed.*

### **Director's Report**

- Reminder no water on Sat. the 10<sup>th</sup>.
- Sunnymont will be **closed** on Friday the 9<sup>th</sup>. The staff will be attending the CAEYC conference in San Jose. The following weekend is CCPPNS and we will attend at various times. School will be **open** on Friday the 16<sup>th</sup>.
- Summer School for this year
  - Session I – June 11<sup>th</sup> thru 21<sup>st</sup>.
  - Session II – July 9<sup>th</sup> thru the 19<sup>th</sup>
- The second session will run if we have enough enrolled (18)
- Debbie and Justine will be teaching the two sessions with two aides. **I would like to reinstate a privilege/perk for Board members that they have first choice at the spots in Summer School.** An email will be sent for you to sign-up before the ASM. Sign-ups for Summer School will happen at the ASM on April 10<sup>th</sup>.
- Preliminary lists for 2007-08 look good. Reminder, these are preliminary as things happen over the summer.
- Are we thinking of another Open House this spring – we should probably put a date in the books and then start to advertise. Discussion about upcoming BABI event on April 28<sup>th</sup> and that we could offer tours on specific days the following week. A sign-up sheet will be available at the BABI event
- **Class Co-ord.** Please remind your classes to fill out nomination forms and return this week.
- Family Days coming up – 3 Day Saturday March 24<sup>th</sup>, 2 Day Sunday April 1<sup>st</sup>. **I will make sure that Weekend Maintenance knows these changes of times and dates.**
- We have decided to do egg hatching a little later this year so we will probably start in April.
- I would like to plant 2-3 flowering plums in the new section of our yard. I have a family who is willing to plant them as a Special Project but need the trees. Still need to check a few more nurseries but was thinking of doing a “tree drive” help us plant a tree at Sunnymont – what do you think?
- We received a refund from Ikon systems for over payment in the amount of
- Was thinking that perhaps these dollars could go into our scholarship fund since its money we have already spent. **Nora and I will discuss and bring a plan to the next Board meeting.**
- ASM for April 10<sup>th</sup> is scheduled with Tom Rossmeissl (2 Day) though they are expecting their second child a few days later so was thinking we might

- need to have a plan B. **Justine will contact Liza Hanks who is an estate planner and who has spoken at Sunnymont before.**
- The teachers will be receiving self-eval. Forms and goal sheets which we will go over with Kara and Dave at our individual meetings on March 20<sup>th</sup>.

### **Hiring Update – Kara**

There are four potential candidates: a grandparent of a student, a friend of a McAuliff parent, a person who we are waiting to hear from, a person who email from the Craig's List ad.

### **Enrollment Update/Timeline**

No changes in the last two weeks.

### **Marketing Update**

4/28 is the BABI event at the Campbell Community Center from 10am to 4pm. Possibly three parents per two-hour shift. Amy to spearhead and deal with staffing.

### **Class Coordinator reports**

- Heidi 1-day – The class is nine students now. Kids are great. Starting special project tomorrow.
- Lisa 2-day – Kids had Red Day! and Chinese New Year! There was a fire drill today. The shy kids are unfolding.
- Miko 3-day – Many after-school play dates and this allows seeing kids play together that don't normally play together at school.
- Bernadette 4-day – Parents talked at the eval meeting and they wanted more curriculum. They are now doing maps. There is a park day on Friday.

### **Evaluation Report and Discussion - Kara**

Kara briefed the board on the document (see Attachment 1)

Eval process as a whole discussion.

Dave – need to have original documents/notes

Lisa – didn't like talking about the teacher without her there

Kathryn – Debbie and the 4-day have been doing this all along

Heidi – sometimes the feeling of the meeting depends on the moderator

Nora – some parent's expectations were different than what intentions of the meetings are

Kathryn – Likes the written feedback from teacher

See also: Scott's notes that are attached.

### **SCVC Report**

- CCPPNS conference in two weeks. Janis Kaiser is the Friday speaker. Vicky Falcone is the Saturday speaker.
- 4/28 is the SCVC Children's Fair in a meadow near the Children's Discovery Museum. (BABI event on the same day.)
- SCVC is pursuing insurance for teachers. They are trying to bypass broker and got directly to the insurance company. This probably won't go through this year but they are still pursuing it.
- The Sunnymont SCVC rep will be the President of SCVC this coming year.

### **Fundraising Report – Julie**

- Getting donations for silent auction.
- Going to work with Sharon Hiller and Jim Murphy (who actually own some kind of auction company.)
- E-waste day March 31st. Working with Safeway on Budd.

### **President's Report**

- Nomination committee meeting on 3/21 or 3/22
- Boardies should go through their binders and make any updates
- Teachers – Debbie will be happy to teach the 4-day class and we can hire for the 1-day class. Parents are to be reminded that they normally sign-up for a class within a school, they do not get to choose a teacher. They choose the program and the staff works out who will teach what class.

### **Dave's Director Review Plan**

Dave briefed the board on the document (see Attachment 2)

There seemed to be some very firm agreement nods for the spirit of the document that will be discussed in-depth at a later date.

Meeting adjourned at 8:55pm

**The next board meeting is April 3rd, at Sunnymont**