

April 3, 2007

Board Meeting Minutes

Sunnymont Executive Board Meeting

April 3, 2007 at Sunnymont

7:13pm – 8:54pm

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:

Opening

Scott reviewed the agenda.

Approval of the March 6th meeting minutes

Nora pointed out two things that improved grammar and privacy.

Michael motioned for the approval of the amended March 6th meeting minutes. Kara seconded. 11 votes approved. Motion passed.

Approval of the January Financial Report

\$87,822.20 is in the checking account. The restricted scholarship fund is still negative at \$177.00. \$31,504.16 is in the savings account. ATOS finally made the Income Statement with \$714.50 of income and \$92.35 in expenses for a net income of \$622.15. A quick spelling correction rounded out ATOS just nicely. There was a big inflow, \$2900.00, from Registration Fees.

Julie motioned for the approval of the February financial report. Lisa seconded. 11 votes approved. Motion passed.

Approval of the Nomination Slate

Scott presented the slate noting that everyone got either his or her first choice or his or her other first choice. We also need to keep working on an SCVC Rep.

- President - Lisa Derrington
- VP-Ops Pers - Scott Eklund
- VP Prog Coord - Amy Sato
- Treasurer - Nora Menke
- Secretary - Michele Gransall
- SCVC – (unfilled)
- Fundraising - Jennifer James
- 1 Day CC - Julie McKenzie

- 2 Day CC - Kara Ligda
- 3 Day CC - Monica Wercinski
- 4 Day CC - Erin Dunivin
- Registrar - Liz Gerhart

(See attachment 1.)

Dave motioned for the approval of the Nomination Slate. Nora seconded. 11 votes approved. Motion passed.

Age Exception for Scott James

The vote on this item was tabled but a discussion ensued. Jennifer James will be nominated, but her enrollment in 2-day will require an age exception letter (not yet received), a vote, and a possible exception to the class size at a later date (probably August).

Approval of the Special Contribution to the Scholarship Fund

We recently received a refund from our photocopier supplier. Nora proposed that we use half of the money to reinvigorate the scholarship fund.
(See attachment 2.)

Lisa motioned for the approval of the Special Contribution to the Scholarship Fund. Josh seconded. 11 votes approved. Motion passed.

Staff Review Report - Dave

The most important part of the process is the feedback paths: board, peers, parents, etc. Dave and Tinka met with the teachers and went over last year's goals and discussed what went well and what fell a little short. The VP Ops and the Director(s) will do the evaluations and the board will approve the contracts.

Action Item: Advisory Committee will address the issue of bonuses/benefits.

Director's Report - Tinka

- On March 13th I received a letter from Amy Jones, Director of Business at Canyon Heights Academy that after an internal audit it was discovered that our rent should have been increased last July, the beginning of our 2nd year of the lease. With the letter, they invoiced us for the monies owed and asked to have our April check reflect the 5% increase. The two checks, \$1080 (\$120 x 9 months) for additional monies owed and the April rent check in the amount of \$2520 were delivered on Thursday March 29th. **We well set up a time to meet with Amy and Paul Parker, the principal, before the end of the year to discuss the possibility of**

- reducing the increase that is due on July 1, 2007.** For the record, CHA master lease with Campbell has the identical increases.
- March 9-10 – Justine, Debbie and I attended the CAEYC conference in San Jose. It was 2 days of workshops, lots of information and networking with other teachers. We are still digesting all that we took in and will share our notes with each other.
 - March 16-17 – Justine, Debbie and I attended the CCPPNS conference in Millbrae. Again speakers and workshops to take in and digest. It was good to run into Claire Takemori and Josh Dorese who represented us by working hard and making sure that it was a successful conference. I purchased the book for Sunnymont by the keynote speaker Vicki Falcone, Buddha Never Raised Kids and Jesus Didn't Drive Carpools.
 - Summer School registration (thanks Justine) is in and it looks as though both sessions will run. As you recall, we said minimum 18 per session and if you take the totals and divide by 2, we are at 19. We are hoping to get more students for the 2nd session and will offer to everyone again at ASM and then advertise at McAuliffe, Village and DCS. **Remember, mandatory Summer School Meeting May 22nd.**
 - Saturday, April 7th 9-1pm is our last work party for the year. Deanna Howell has notified the participants and we have made up our “to do” list. Dave and I will be running the work party as Deanna due date is the 8th! I have purchased some vines to plant along the fence to the right of our building and am still working on getting flowering cherry trees for the back. The Hill family will plant them as a Special Project.
 - ASM April 10th set to go with Tom Rossmeissl (2 Day Dad) to speak on Estate Planning. Cheri Puls put notices in mailboxes today.
 - The staff met with Dave on March 20th for our indiv. Evaluation meetings. Thank you to Dave who made some meaningful and significant changes to the procedures. We reflected on our strengths, areas that we would like to improve on, and each made an implementation plan.
 - Eagle Scout projects: Collin McKinlay is well on his way with his project to build us a new shed to be installed in the new area. His project must be completed by August and I have given him our schedules for summer school and our Spring break. After the 2 Day family Day on Sunday, I met with another Eagle Scout, Josh Tuttle who is interested in building us a bench/storage project for the right side of the sand box and storage cabinets for the left side of the back door. We would move the black metal cabinet to the new area. His project needs to be finished by May 17th. So look for action soon – in theory.
 - Do we have a plan for the week after BABI – can we set some tour dates and times?

- MAEP funding – we will not get back for this school year the lost 1 Day hours (29.5) but they will be reinstated for next year. Sally Starz, from MAEP will be meeting with us on Thursday regarding hours for next year.

Hiring Update – Kara

There are two candidates:

- One is doing an Observation then a practicum
- Another is doing an interview

SCVC Report - Josh

- CAPPNS - GREAT!!!
- 4/28 is the SCVC Children's Fair in a meadow near the Children's Discovery Museum. (BABI event on the same day.) We will advertise open house on May 12th (10am - 12pm.)
- SCVC is starting to revisit the consultants' notebook. Possible "Meet the Consultants Night."
- SCVC will be doing another survey soon.
- Another school may join – Morgan Hill Parent Participation
- Los Gatos Observation and Saratoga PP have been booted from SCVC

Fundraising Report – Julie

- E-waste reschedule to 4/22 because of conflict with BABI and SCVC Children's Fair.
- Silent Auction – Meeting last week with Scott and Justine (breath of fresh air,) lots of donations coming in, guests welcome, Scott to coordinate Alum invitations, Sunnymont Wine Basket in the works.

Class Coordinator reports

- Heidi 1-day – YEAH!! It's Great!! Started special project. Everyone's happy.
- Lisa 2-day – The class had Teacher Appreciation/Tinka's B-day, kites on a very windy day, and a "spring walk" to Miko's house. Dramatic play basket in the works.
- Miko 3-day – Teacher Appreciation pants were given to Justine. Play dates still happening. Cooking/Cookbook basket in the works.
- Bernadette 4-day – Family day went well. Star Wars play is progressing. We lost one family but gained another. Thinking about field trips.

President's Report

- Boardies should go through their binders and put together a report card for their binders. Does your binder need to be rebuilt from scratch or do just certain areas need to be fixed.
- At the BABI event we have a 6' X 10' area.
- This weekend there is a huge kid event in downtown Campbell.
- Open House – May 12th (10am-12pm.) we can talk about the open house at the BABI event. Fliers from Amy Sato.
- Farmers Market – April 29th and May 6th. Miko to coordinate staffing two to four persons with fliers and a table.

Meeting adjourned at 8:54pm

The next board meeting is May 1st, at Debbie's House