WRPC BOARD MEETING MINUTES

Friday, February 2nd, 2018

**Attendees:**

Jim Manheimer Jenny Mathews Sally Hua Jill Gibson

Meighan Baldwin Larissa Kosla Patty Holman Mara Plankers

Amy Stuffmann Kelly Kiang Ari Hatton Caroline Garvey

Krista Mahlberg Sonya Grover Basil Friedman

Brian Rogers Shauna Simmonds Jason Kaune

**CALL TO ORDER 8:30AM**

**Volunteer Coordinator – Ari Hatton**

• Bandit Bash Co-Chairs for 2018/19 – Krysta Lapcevic and Laura Pavlovich

• Isabelle Argos – New Member of Wagner Ranch Budget and Finance Committee

• Mercedes Baumbach – potential 2018/19 Deposit Treasurer

• Kelly Kiang – potential 2018/19 VP of Family Connections

• Still seeking Hosted Party Chair, Room Parent Coordinator, Teacher Appreciation Chair

**Basil Friedman – Hot Lunch Update**

• Recycling – Compostable products can not be composted in Orinda due to lack of composting facility and therefore going into landfill. Decision made by WRPC that compostable straws will no longer be provided with hot lunch, effective as soon as we’re out of straws.

• Seconds on Pasta Day – Many children are coming back for a second helping on Pasta Day which they can continue to do but they will be charged for a double portion the same as hot lunch does for 2 slices on Pizza Day. BOARD APPROVED – Motion approved by Mara Plankers and Patty Holman

**President’s Report – Amy Stuffmann and Meighan Baldwin**

• Wagner Ranch Fundraising Planning Meeting – Ten parents attended meeting and discussed current and future fundraising goals.

• Current and future check collecting procedures at Wagner Ranch Elementary

* Four checks were lost during the annual giving process last Fall which has prompted discussion about how WRPC receives and deposits checks for various services.
* The board discussed possible solutions including e-checks or credit card payments made on-line.

The board is also considering the possibility of no longer receiving annual donation checks after JumpStart.

* WRPC encourages online payments using MealTime accounts for Hot Lunch with the option of paying by check or cash still available for the current school year. A suggestion was made that cash or checks should be deposited into a WRPC Mailbox to be potentially located in the office. Motion to approve up $300 to purchase mailbox made by Amy Stuffmann and Meighan Baldwin. Board APPROVED.
* Discussion about a Pre-Donor List going out to parents before being posted officially so that parents can double check that their names and donation level are listed accurately.

• OUSD Elementary School Golf Tournament will be held on May 7 at Moraga Country Club.

Principal’s Report – Jim Manheimer

• Tech Night went smoothly with no issues to report. Jim will present further feedback on the event after gathering parent feedback. Amy Stuffmann sent out a school wide e-mail of the Tech Night presentation. Bandit had 18 kids in attendance during the event.

• Staffing – Aide Pema Choden resigned. New Special Needs One-to-One Aide is being hired.

Karen Fazio will be out for the rest of the year due to illness. Job posted for a substitute teacher with Physical Education credential.

Ivy Habarakada’s long term sub has been hired. Cathleen Bettiga will start on February 5th and remain in the class for the rest of the school year.

• Facilities Master Plan – OUSD moving forward quickly. Revisions made to the first rendition. Board reviewed revisions and made suggestions. Next meeting will be on February 26 to discuss the timeline for improvements.

**OUSD Update – Jason Kaune**

• Jason updated board on status of the Facilities Master Plan and research done to date on needs of the district. Parent Clubs are welcome to contribute to the efforts.

• Fundraising is OUSD’s number one priority. Realignment of fundraising efforts being made due to shrinking volunteer pool.

• Technology Director position has been filled.

• Discussion about Teacher’s Union negotiation. An agreement has been made with OUSD teachers for the next two years.

**EFO Update – Brian Rogers and Shauna Simmonds**

• Fundraising Task Force determined that California school districts with professional staff were outpacing OUSD fundraising by three times. Orinda is one of the lowest funded districts in the state due to demographics and upcoming financial demands will go up in the coming years. The fundraising task force also determined that there is a greater capacity for fundraising in the community that is not being tapped due to lack of professional staff and individual school fundraising efforts vs. collaborative efforts.

• Decision has been made to hire an Executive Director for EFO. They are seeking applicants now and hoping to hire someone in Spring of 2018.

• EFO will undergo changes in the coming year(s) including rebranding and the implementation of a more centralized fundraising model while keeping individual school fundraising in place at some capacity.

• EFO Executive Director will be paid 100-120K annually. EFO proposes that EFO splits the salary with PC Clubs. It is estimated that each school will contribute $10K for the next two years until the EFO Executive Director raises enough funds to cover his or her own salary.

• EFO currently raises $1.7 million annually. Approximately $60K left to pay executive director after EFO operating costs are paid out and to maintain an under 10% administrative cost ratio. In an attempt to attract a quality Executive Director, EFO needs Parent Clubs to pitch in for first and second year salary requirements. We are the only district this size in California that does not have an Executive Director which possesses the skill set required to raise the funds needed for continuity year after year.

• Jody Caileigh will head up hiring committee. EFO is asking for a rep from each Parents Club to sit on committee with Superintendent. EFO Board will have the ultimate hiring decision.

**OFFICER’S REPORTS**

VP Operations

Hot Lunch – Sally Hua

Bandit – Patty Holman

• At the March meeting we will discuss pay scale at Bandit in order to hire more quality employees, if further information provided by OUSD.

VP Family Connections

Jenny Mathews

• A’s Game –9/22/2018 A’s Game Family Event

• Spanish Update – One Wagner family does not want to pay the administration fee for Bandit/Spanish. Jim will discuss the issue with the family.

• 4th and 5th grade Spanish classes may be offered at a 3-Day fee for 4 days of instruction. Further discussion may take place at the March meeting.

VP Communications

Jill Gibson

• Teacher’s Contracts – 2% increase in salary

• Mindfulness Presentations coming up in February and March

• TOSAS – Math and Tech Coaches – Funding is secure for next year but decision still needs to be made about the following year. Salaries will be partially paid by the district and split with Parent Clubs.

Treasurer

Rays Zheng and Patty Holman

• Reviewed budget and found that WRPC is $12K over where we were last year in annual donations.

Corporate match donations are above where we were last year as well.

• First budgeting meeting will be on February 2/23 at 9AM. Isabel Argos will be the Wagner Ranch parent at large. One of the co-presidents is also invited to attend the meeting. Jim, Patty and Rebecca will also attend. Meeting will be added to the e-rancher and posted on the electronic marquee.

• Patty formulated financial guidelines for hosted parties. The guide will be posted on the website.

ADJOURNED 10:35