WRPC BOARD MEETING MINUTES

Friday, January 5th, 2018

**Attendees:**

Jim Manheimer Jenny Mathews Sally Hua

Meighan Baldwin Larissa Kosla Patty Holman

Amy Stuffmann Rebecca Reategui Ari Hatton

**CALL TO ORDER 8:30**

President’s Report – Amy Stuffmann and Meighan Baldwin

• Brief discussion in response to a parent’s question about staffing special education teaching positions at Wagner Ranch. Discussion included how these positions are advertised and what recruiting efforts are being made to find qualified candidates.

• 1/23 Coordinating Council meeting to cover budget related topics

• Coordinating Council Updates – OUSD Director of Technology position needs to be filled.

• TOSAS and Budget Planning – A decision whether to continue funding OUSD Math and Tech Coaches is still being debated.

• Board discussion about parent volunteer positions and what’s realistic for the Wagner community. What are the best ways to reach parents? Possible solutions included Friday Folders, Room Parents, and the school’s electronic marquee.

• Parent Education – There will be a three part series on Mindfulness starting this month and continuing through March. The first presentations will be at OIS on Tuesday, January 23rd at 7pm and Wagner Ranch on Friday, January 26th at 9am. Both presentations will be in held in the school libraries.

• Next Coffee Connection will be held on 1/22 in the Wagner Ranch Library at 8AM

• Room Parent Coordinator, Kelly Kiang to focus on getting the right volunteers and bringing in more parents to help out.

**Principal’s Report – Jim Manheimer**

• Site Council meets in two weeks and will be looking at the Facilities Master Plan. Parent input is encouraged. Site Council Meeting will be on January 18th at 8:30PM.

• STEAM Conference in SF was attended by Jim along with three teachers from Wagner Ranch in December. There was an emphasis on brining hands-on learning into the classroom. An educational product called Tinkering Lab was found to be particularly effective in classrooms. **A request for $900 was approved by the board to purchase Tinkering Lab for Wagner Ranch.**

• Wagner Ranch was the recipient of a ROBOT from a grant given by Cornell University. Kevin Cutler, OUSD Tech Coach will help to program the robot which will reside at Wagner Ranch but shared among all schools in OUSD.

• OUSD is aiming to have 75% of its waste recycled and/or composted. Wagner Ranch is currently at 66% making it one of the leaders in the district. Efforts are being made to increase recycling in the classrooms. New trash cans to be distributed and utilized throughout the school.

• Judy Houston – Aide to resource program has retired. The position has been posted. Two other aides are out and substitutes are in place.

• Primary Playground – Adjustments were made to the play structure over the holiday break to accommodate average height of children playing on the structure.

• Wagner Ranch custodians performed a deep cleaning of the campus over the holiday break.

• Board reviewed the proposed master plan for Wagner Ranch. First attempt at the plan needs revisions. Site Council meeting on 1/18 to address these changes. Parent input encouraged.

**OFFICER’S REPORTS**

Mara Plankers

• “Shrek, The Musical Jr.” will be this year’s 4th/5th Grade production. First parent production meeting was successful. Board reviewed the 2017/18 production budget. Laura Allaire will be the 4th Co-Producer.

VP Operations

Sally Hua

• Hot Lunch is going well.

• Bandit Club will be open to Wagner families on Tech Night from 6-7:30PM. A minimum of 30 children are needed for Bandit to remain open and reservations are required. Jim will handle Bandit Club reservations for the event and WRPC will cover the cost difference if 30 children do not attend.

• Celia Cornejo transitioning smoothly into her new role as Bandit’s Assistant Director.

VP Family Connections

Jenny Mathews

• A few tickets remain to be sold for the Warriors Game.

• Discussed parent volunteer needs for Kindergarten registration and incoming Kinder Playdates.

Treasurer

Rays Zheng and Patty Holman

• Board reviewed WRPC annual current year vs prior year year-to-date financial statements. Revenue and expenses are tracking well.

• Uncollectable Balances – A Wagner Ranch family has an outstanding Bandit Club balance of over $1,600. Board discussed how to best handle situations like this in the future. Possible solutions included the formation of a fund to pay out these outstanding balances, pre-payment requirements. Jim will have follow up discussion with the family this week about not attending Bandit until the balance is paid or a payment plan is put in place.

• Hosted parties – Board discussed ways to collect unpaid funds from party guests. Discussion about the need for an official volunteer chair position for Hosted Parties which would include managing ticket purchases on RevTrak.

• Currently seeking Wagner Ranch parent to join Budget/Finance committee.

• Recommendation to reflect upon and be ready to discuss what board members would like to accomplish in the remaining months of the school year.

Volunteer Coordinator

Ari Hatton

• Hot Lunch Coordinator, Marcela Chavez has been recognized on Wagner Ranch Facebook Page.

• Auction chairperson needed for 2018/19 school year.

• Seeking Family Connections Chair and Finance Budget Committee Member and Deposit Treasurer

• A school wide e-mail and Friday Folder insert to be sent out next week advertising volunteer positions for next year.

VP Fundraising

Rebecca Reátegui

• Donor list has been published. Donor participation at normal levels as compared to previous years.

**Adjourned 10:40AM**