



**WAGNER RANCH**  
 elementary

A PLACE for EVERYONE

WRPC BOARD MEETING MINUTES  
 Friday, March 1, 2019

**Attendees:**

Rachel Palmer	Krista Livermore	Krysta Lapcevic	Liz Daoust
<b>Board Members</b>			
Meighan Baldwin	Jill Gibson	Ari Hatton	Patty Holman
Sally Hua	Kelly Kiang	Jim Manheimer	Jenny Mathews
Rebecca Reategui	Susan Son	Amy Stuffmann	

ITEM	ACTION
<b>CALL TO ORDER 8:31AM</b>	
<p><b>Teacher Appreciation Week Update – Rachel Palmer</b></p> <ul style="list-style-type: none"> <li>● Michelle Swaney to organize with R.Palmer next year.</li> <li>● R.Palmer to issue survey in the next week.</li> <li>● Ideas for improving next year:               <ul style="list-style-type: none"> <li>○ One day can be “snack day” – all grades bring snacks and prepare snack baskets for each teacher.</li> <li>○ Flowers – minimize effort required to organize, reduce associated plastics, and figure out how each student’s contribution is recognized.</li> <li>○ Increase effort for staff.</li> <li>○ Clarify communication to parents that WRPC will provide gift-cards through room parents, so parents should spend effort on meaningful gifts/card rather than monetary gifts.</li> </ul> </li> <li>● Next year TA week to coincide with Valentine’s Day and consolidate efforts. TA week slated for 2/10-14 with Class parties on Thursday. J.Manheimer to confirm date.</li> <li>● A.Hatton suggested renaming to Staff appreciation instead of Teacher Appreciation. All agree to change.</li> <li>● J.Manheimer thought week was well-paced and noted that nearly all the food was eaten with minimal waste. Tokens of appreciation were well-received and efforts to make sure all non-teachers feel part of staff were appreciated.</li> <li>● All liked the taped-up hearts which are to be saved and given to teachers. J.Manheimer noted that 5<sup>th</sup> graders could take down during lunch and give to Debbie for saving.</li> </ul>	<p><b>R.Palmer</b></p> <p><b>J.Manheimer</b></p>
<p><b>Dishwasher update</b></p> <ul style="list-style-type: none"> <li>● SS related that quote for supply and install of Hobart undercounter dishwasher and accessories is about \$9K – which does not include electrical work for additional power required. However, SS noted that main issue with these types of dishwashers is that they are designed only for “sanitizing” and that utensils are to be free of food debris before put into dishwasher. Residential type dishwashers do not reach the high temperature (170 degrees) required by code.</li> </ul>	

<ul style="list-style-type: none"> <li>• SS to investigate logistics further, i.e. soapy pan for students to put used utensils, estimated time for running entire process, etc.</li> <li>• Basil indicated that 2 cycles would be required if utensils are handled before washing. J.Manheimer suggested dirty utensil trays could be sprayed with kitchen hand-spray eliminating need for 2 cycles of washing.</li> <li>• P.Holman noted that city should pay a portion of the dishwasher costs.</li> <li>• A.Hatton suggested using wood chopsticks in lieu of forks which J.Manheimer noted might be a possibility,</li> <li>• S-Hua noted that maintenance and associated costs should be considered in addition to the supply and install cost of dishwasher.</li> </ul>	<p><b>S.Son</b></p>
<p><b>ACTION ITEMS</b></p> <ul style="list-style-type: none"> <li>• February minutes approved.</li> <li>• Next Year Board Slate: <ul style="list-style-type: none"> <li>○ M.Baldwin to send out email about openings and updates.</li> <li>○ K.Kiang to be Co-President officially and other positions are slated.</li> <li>○ Slated positions: <ul style="list-style-type: none"> <li>▪ VP Family Connections – Ari Hatton</li> <li>▪ VP Communications - Susan Son</li> <li>▪ VP Fundraising - Portia Meneau and Kelly Rafferty</li> <li>▪ Volunteer Coordinator – not slated</li> <li>▪ Secretary – Rachel Palmer</li> </ul> </li> <li>○ A.Stuffmann reminded Board that protocol of transparency is important in regards to open positions. Communications about all open positions must be sent out next month and communications about slated positions to be sent out after next month’s meeting. Vote is to be in Mid-April with budget.</li> <li>○ K.Kiang to reach out to Saudia Ooyshee regarding Volunteer Coordinator position and A.Hatton to find someone else for room mom.</li> <li>○ A.Hatton asked if a “Special Projects” Board position might be created for focusing on upper playground or other campus projects. M.Baldwin/P.Holman agree that those types of projects would fall under Operations position and that special interest projects would be sub-committee.</li> <li>○ Christine Chalmers to run book faire next year with Sandy Tan’s help.</li> </ul> </li> <li>• Walk-a-Thon objective: <ul style="list-style-type: none"> <li>○ Lauren Bennett to chair teacher walk-a thon on Friday before Round-Up. Board agrees that fundraising will not be part of Walk-a-thon as it is a burden schedule-wise so close to Round-Up and does not raise much money - according to P.Holman.</li> </ul> </li> <li>• Upper Playground <ul style="list-style-type: none"> <li>○ J.Manheimer provided update that the District is in the process of determining how to spend Fund 40 and Bond measures funding, however, J.Manheimer believes funding will not be spent except on critical items such as Wagner hillside rectification along Camino Pablo against mudslides, if at all.</li> <li>○ A.Stuffmann asked if Wagner should get more funding because of nature area which serves entire district. L.Daoust believes ADA compliance of nature area is funded separately by District.</li> <li>○ J.Manheimer estimates that new rubber flooring cost alone for playground will be about \$85K and that total playground cost will be approx. \$350K.</li> <li>○ J.Manheimer has submitted upper playground rubber flooring request to District for funding, however District has not released funds.</li> <li>○ All agree to petition board (2<sup>nd</sup> Monday of month). WRPC President to bring-up at coordinating council and at OUSD meetings. During Public comments, WRPC President to request the release of funds for school improvements.</li> <li>○ R.Reategui asked how long process of obtaining funds from District would take. J.Manheimer noted that installation this summer would be unlikely if District funds are to be used.</li> </ul> </li> </ul>	<p><b>M.Baldwin</b></p> <p><b>K.Kiang</b></p> <p><b>BOARD</b></p>

<ul style="list-style-type: none"> <li>○ Playground design progress: J.Manheimer has received proposals/estimates and students still to participate in equipment selection. J.Gibson noted that estimates should be brought to OUSD meeting.</li> <li>● Bandit-Bash recruiting and date selection: <ul style="list-style-type: none"> <li>○ Laura Andron and Sarah Whitefield have agreed to co-chair. 10/19 and 11/16 are potential dates and to be held at Art and Garden Center. Board agrees that November date is preferred.</li> </ul> </li> </ul>	
<p><b>Principal’s Report – Jim Manheimer</b> <i>(report not given due to time constraints)</i></p> <p><b>Updates:</b></p> <p><b>Curriculum:</b></p> <p><b>Facilities:</b></p> <p><b>Upcoming Events:</b></p>	
<p><b>President’s Report – Meighan Baldwin and Jill Gibson</b></p> <p>○</p>	
<p><b>OFFICER’S REPORTS</b></p> <ul style="list-style-type: none"> <li>● <u>VP Operations - Sally Hua &amp; Jenny Mathews</u> <ul style="list-style-type: none"> <li>○ Hester is looking at using different software (Easy-Care) for entering student information and billing.</li> </ul> </li> </ul>	<p><b>S.Hua/ J.Mathews</b></p>
<ul style="list-style-type: none"> <li>● <u>VP Family Connections – Kelly Kiang</u> <ul style="list-style-type: none"> <li>○ September 21<sup>st</sup> Oakland A’s play Rangers with fireworks. \$34/ticket.</li> <li>○ Miramonte basketball success– at least 25 attended.</li> <li>○ Looking into spring baseball event – which would have no ticket cost.</li> <li>○ Extra Wagner gear – hats for Roundup and waterbottles have been ordered. Booth to be setup at Roundup.</li> <li>○ K.Kiang noticed that aides are not listed on A to Z - which is managed by Laura Allaire</li> </ul> </li> </ul>	<p><b>K.Kiang</b></p>
<ul style="list-style-type: none"> <li>● <u>Treasurer – Patty Holman</u> <ul style="list-style-type: none"> <li>○ Budget Committee Meeting scheduled for next Wednesday @8:45pm. R.Reategui, Portia Meneau, Kelly Rafferty, and WRPC presidents to attend.</li> <li>○ J.Manheimer requested funding for additional IA time for upper grades to meet District standards. There are currently shortages in upper grades: <ul style="list-style-type: none"> <li>▪ K standard = 12 hrs/wk, Currently at 12.5 hrs/wk</li> <li>▪ 1<sup>st</sup> grade standard = 6 hrs/wk. Currently at 7.5hrs/week.</li> <li>▪ 4<sup>th</sup> grade standard = 9 hrs/wk. Currently at 6 hrs/week</li> <li>▪ 5<sup>th</sup> grade is 1/2 hr/wk short</li> <li>▪ Board approves J.Manheimer request of additional \$1,100 for rest of this year and \$2,300 for next year.</li> </ul> </li> <li>○ P.Holman related that WRPC funds will be put in CDs in staggered terms so funds are accessible.</li> </ul> </li> </ul>	

<ul style="list-style-type: none"> <li>● <u>VP Communications – Amy Stuffmann</u> <ul style="list-style-type: none"> <li>○ Coordinating Council Update:           <ul style="list-style-type: none"> <li>▪ Mandated Costs Funding to end (see attached OUSD presentation) A.Stuffmann indicated District is asking for Parents’ Clubs to provide funding for counseling which amounts to \$12,500 for 2019-20 and noted that all schools must agree for change to take effect. J.Manheimer noted that counseling benefits not only kids receiving counseling but larger community.</li> <li>▪ All Board members except J.Gibson approve funding of \$12,500.</li> <li>▪ A.Stuffmann noted that bigger concern is 2020-21 when Mandated Costs Funding will not be given - which will mean an increase of \$79K funding by WRPC to cover all counseling, STEAM, Math, and 2 intervention specialists.</li> </ul> </li> <li>● Bus cost increase is nearly doubling – 41% increase over 5 years. Messaging must be sent out that contracts with bus companies are being renegotiated.           <ul style="list-style-type: none"> <li>○ J.Gibson noted it is a reasonable increase.</li> <li>○ Survey was sent out asking how much of an increase parents would pay and 80% said they are willing to pay \$900/year. Current cost is \$517/yr.</li> <li>○ Meetings:               <ul style="list-style-type: none"> <li>▪ Tuesday March 5<sup>th</sup> @ 9am, City of Lafayette offices</li> <li>▪ Thursday March 14<sup>th</sup> @ 7pm, Orinda District Office.</li> </ul> </li> </ul> </li> </ul> </li> <li>● <u>Parliamentarian – Amy Stuffmann</u> <ul style="list-style-type: none"> <li>○</li> </ul> </li> </ul>	
<ul style="list-style-type: none"> <li>● <u>VP Fundraising - Rebecca Reátegui</u> <ul style="list-style-type: none"> <li>○</li> </ul> </li> </ul>	
<ul style="list-style-type: none"> <li>● <u>Volunteer Coordinator – Ari Hatton</u> <ul style="list-style-type: none"> <li>○ Rachel Palmer is named Volunteer of the Month.</li> </ul> </li> </ul>	
<p><b>WRPC decisions/actions:</b></p> <ul style="list-style-type: none"> <li>● WRPC February Minutes are approved.</li> <li>● Board approves change of name to “Staff Appreciation Week” from “Teacher Appreciation Week” for next year.</li> <li>● Board agrees that fundraising will not be part of Walk-a-thon.</li> <li>● Board agrees that 11/16 is preferred date for Bandit Bash 2020 at Art and Garden Center.</li> <li>● Board agrees to petition board for upper playground funding.</li> <li>● Board approves funding of \$12,500 for counseling services in 2019-20.</li> <li>● Board approves J.Manheimer’s request of additional IA funding to meet District standards: \$1,100 for rest of this year and \$2,300 for next year.</li> </ul>	
<p><b>MEETING ADJOURNED 10:55AM</b></p>	

### 3-Year Mandated Cost Plan

## LCAP Materials & Services

Prior Funding Source	LCAP Goal	2016/17	2017/18	2018/19	Funding Carryover 2019/20	Funding Carryover 2020/21	Total
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**PROFESSIONAL DEVELOPMENT**

1 Student Safety Trainings - Teacher & Parent Workshops

NEW	4	13,003	31,934	39,650	20,000	20,000	124,587
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**MATERIALS AND RESOURCES**

2 Intervention Reading (Read Naturally)

GF C&I	1, 5	898	1,380	1,541	1,541	1,541	6,901
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**SUPPORT**

- 3 Intervention Program Literacy Support K-5 (1.0 FTE 16/17, 1.24 FTE 17/18, 1.6 FTE 18/19)
- 4 Assistive Technology Support (5 Hours per Week) .125 FTE
- 5 STEAM/Innovation Coach - (1/2 MC & 1/2 @ 5 PCs)
- 6 Student Services Support .6032
- 7 Math Instructional Coach (1/2 MC & 1/2 @ 4 PCs)
- 8 Elementary Counseling Services (1/2 MC & 1/2 PC)

NEW	1	38,854	119,565	181,120	181,120	181,120	701,779
NEW	5	6,753		7,107	7,107	7,107	20,967
NEW	5	47,500	-	71,990	71,990	71,990	263,470
NEW	4		58,638	65,491	65,491	65,491	255,111
NEW	2	49,440	51,418	53,012	53,012	53,012	259,893
NEW	4			50,000	50,000	50,000	150,000

Funded by MC Carryover **450,261** **450,261**

PARENTS' CLUBS	
Current 2018-19	Potential Support
50,000	100,000 Counseling - Summit Center
	181,120 Intervention Specialists
125,002	250,004 Coaches for Math and STEAM
175,002	531,124

Mandated Cost Plan	15/16 Actual	16/17 Actual	17/18 Actual	18/19 *Budget*	19/20 *Budget*	20/21 *Budget*
<b>Beginning Balance</b>	1,341,331	1,341,331	1,400,376	1,222,490	618,828	168,567
<b>Revenue</b>	-	598,149	436,866	531,051		
<b>Expenses</b>	-	(539,104)	(614,752)	(1,134,713)	(450,261)	(450,261)
<b>Ending Balance</b>	1,341,331	1,400,376	1,222,490	618,828	168,567	(281,694)

\*\*\*DRAFT\*\*\* Second Interim Report

### 3-Year Mandated Cost Plan

## OTHER FUNDING RESOURCES

Prior Funding Source	LCAP Goal	2016/17	2017/18	2018/19	NEW FUNDING SOURCE	NEW FUNDING SOURCE	Total
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**OTHER FUNDING RESOURCES**

- 9 Intervention Program Math Support - OIS
- 10 OTAC-Orinda Technology Advisory Committee Stipends
- 11 CSMC Charter Sch Mgmt - CALPADS & Assessment Data Services
- 12 OARS 16/17 & Illuminate Student Assessment 17/18 & 18/19
- 13 Document Tracking Services - SARC - LCAP - School Site Plans
- 14 Follett Destiny Library Services
- 15 School Loop Website Services & Redesign
- 16 JAMF Licensing Agreement for Macs & iPads
- 17 Ed1 Stop CCCOE Instructional Media Services
- 18 Professional Development/Other - Contracted and/or Conferences
- 19 Voluntary Professional Development - Classified Staff
- 20 Intervention Reading (Lexia)
- 21 Director of Technology Increase .40 FTE
- 22 Curriculum Committee Stipends
- 23 New Teacher Boot Camp
- 24 Intervention Instr Aide Support for Tchrs at Elem Sites (.35 FTE 17/18, .70 FTE 18/19)
- 25 Contracted Tier II Tech Support (24 Hours per Week)
- 26 Teacher Induction Program Tier III (formally BTSA)
- 27 Social Facilitators at OIS
- 28 Silicon Valley Mathematics Initiative

NEW	1			25,000	LPSBG	LPSBG	25,000
Technology	5	4,755	4,938	5,091	Technology	Technology	14,784
GF C&I	1	16,200	16,200	16,200	Technology	Technology	48,600
GF C&I	1	10,700	19,395	16,066	Lottery	Lottery	46,161
GF C&I	1	1,250	1,250	1,250	Technology	Technology	3,750
GF C&I	1	5,213	5,633	5,633	Technology	Technology	16,479
Parents Club	1	10,714	11,064	12,464	Technology	Technology	34,242
Technology	5	39,047	6,716	6,716	Technology	Technology	52,479
GF C&I	5	8,167	7,493	7,493	Lottery	Lottery	23,153
GF C&I	2	9,685	8,526	10,100	Lottery	Lottery	28,311
NEW	2			4,458	CL PD Grant	CL PD Grant	4,458
Lottery	1, 5	10,000	21,000	21,500	Lottery	Lottery	52,500
NEW	5	78,019	68,686	75,167	Technology	Technology	221,872
GF C&I	1-5	5,291	21,627	22,297	Lottery	Lottery	49,215
NEW	1,2			20,000	Lottery	Lottery	20,000
NEW	1		11,619	23,936	LPSBG	LPSBG	35,555
Technology	5	49,920	37,420	37,420	Lottery	Lottery	124,760
GF C&I	2		33,000	33,000	Lottery	Lottery	66,000
NEW	4		4,157	10,000	Lottery	Lottery	14,157
Blk Grant	1		6,000	6,000	LPSBG	LPSBG	12,000

**Funded by Other Resources**      359,791

	<b>2019-20</b>	<b>2020-21</b>
Technology	122,521	122,521
Lottery	177,877	177,877
\$73,113 LPSBG	54,936	<b>54,936</b>
\$15,860 CL PD Grant	4,458	4,458
<b>Funded by Other Resources</b>	<u>359,791</u>	<u>359,791</u>

**3-Year Mandated Cost Plan**

<b>REMOVED</b>	<b>Prior Funding Source</b>	<b>LCAP Goal</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>REMOVED</b>	<b>REMOVED</b>	<b>Total</b>

**REMOVED**

- 29** Common Core Math Training - CGI
- 30** Staff Safety Training
- 31** Science NGSS Implementation Gr 7-8 Adoption
- 32** Student Safety Program (SUBS 16/17, 17/18)
- 33** Additional Summer Hours for Technicians (2016-17 only)
- 34** TK-8 Math PD (OCH)
- 35** TK-8 Literacy PD (OCH)
- 36** TK-8 Technology PD (OCH)
- 37** TK-8 Science PD (OCH)
- 38** Voluntary Professional Development - Certificated \$500 per day
- 39** Prof Dev Contracted Service - Math Training K-5
- 40** Hanover Research Program

NEW	1,2							-
NEW	2,4			7,500				7,500
GF C&I	3	74,408	7,889	10,000				92,297
GF C&I	4	33,150	17,303					50,453
Technology	5	20,000						20,000
GF C&I	2		8,618	8,885				17,503
GF C&I	2		-	-				-
GF C&I	2		-	-				-
GF C&I	2		-	-				-
NEW	2			115,884				115,884
GF C&I	2	6,138	8,184	8,184				22,506
NEW	1			8,500				8,500

\*\*\*DRAFT\*\*\* Second Interim Report

# Partnership to Sustain Excellence

OUSD Coordinating Council  
February 25, 2019



# Background:

- Mandated Cost Reimbursement funding ending in 2019-2020
- Funds used to support essential programs
- District taking action to reduce, cut programs OR identify other sources to continue most impactful services

# Summary: Long-Term Proposal for PC Support

## **2018-2019 (Current)**

**.5 of Elementary Counseling support**

**.5 of Math coach**

**.5 of STEAM coach**

## **2019-2020**

**All of Elementary counseling support**

**.5 of Math Coach**

**.5 of STEAM Coach**

## **2020-2021**

**All of Elementary counseling support**

**All of Math Coach (1.0)**

**All of STEAM Coach (1.0)**

**Intervention Specialists (2.0)**

# Why are these programs essential?

- Evidence and research based
- Proven results with student achievement
- Exceptional teacher leaders and programs
- Most direct support to meet student needs

**17-18 Intervention Teachers Betsy Howe and Stephanie Sado: 188 students served, average reading growth of 3.6 levels.**

***“I gained a huge insights into my math talks- Ashley’s work with me makes my work with kids more impactful, more meaningful and more focused”-***

***-Teacher from August 2018***

***‘With Katie Gardner facilitating, our STEAM lab opened with enthusiasm and we are holding our first STEAM expo this year’***

***- Patsy Templeton***

	2018-2019 (Current) Funding Per Site	2019-2020 Funding Per Site	2020-2021 Funding Per Site
Elementary Counseling	\$12.5K (elem. only)	\$25K (elem. only)	\$25K (elem. only)
Math Coach	\$12.5K (elem. only)	\$12.5K (elem. only)	\$20K (all sites)
STEAM Coach	\$14K (all sites)	\$14K (all sites)	\$28K (all sites)
2 Intervention Specialists (K-5)	0	0	\$45K (elem. only)
<b>Totals</b>	<b>\$39K elem./\$14K OIS</b>	<b>\$51.5K elem./\$14K OIS</b>	<b>\$118K elem./\$48K OIS</b>
<b>Additional Ask (above 2018-2019)</b>	<b>0</b>	<b>\$12.5K elem/ \$0 OIS</b>	<b>\$79K elem/ \$34K OIS</b>