



WAGNER RANCH
elementary

A PLACE for EVERYONE

WRPC BOARD MEETING AGENDA
Friday, September 7, 2018

Attendees:

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| Dr. Carolyn Seaton | Julie Rossiter | Liz Daoust | |
| Board Members | | | |
| Laura Allaire | Meighan Baldwin | Jill Gibson | Ari Hatton |
| Patty Holman | Sally Hua | Kelly Kiang | Jim Manheimer |
| Jenny Mathews | Rachel Palmer | Rebecca Reategui | Susan Son |
| Amy Stuffmann | | | |

| ITEM | ACTION |
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| CALL TO ORDER 8:34AM | |
| <p>OUSD Dr Carolyn Seaton, Superintendent & Julie Rossiter on Measures E&I</p> <ul style="list-style-type: none"> • Discussed bond Measures E & I which will be on 11/6 ballot. “E” for Excellence and “I” for Improvement: <ul style="list-style-type: none"> ○ See attached “Measure E&I FAQ” at the end of the meeting minutes. ○ Measures are packaged together but do not have to pass together. ○ Facilities master planning website: http://lpamasterplans.com/orinda-usd-fmp/ ○ Last bond was 25 yrs ago for \$16MM. ○ City Council, Acalanes High School Board, all Orinda school principals, Mayor, Senator, and Vice Mayor have all approved proposed Measures E&I. ○ No ballot arguments and now closed for rebuttals. ○ Funding will vary between schools based on need, i.e. OIS has great need for facilities improvement whereas Wagner is relatively updated. ○ J.Manheimer noted that Kindergarten pod and outdoor education has greatest need at Wagner. ○ M.Baldwin requested “future vision” document be brought to future Board Meeting. • J.Rossiter related that yard signs promoting Measure E&I will be delivered next week and that volunteers from each school is needed for phone banking 2 evenings a week. L.Daoust is coordinating effort. • Wilder contribution to school district: <ul style="list-style-type: none"> ○ It was noted that one (1) large lump sum payment was made by developers to school district and that parcel tax provides current funding. Wilder growth is not estimated to affect enrollment such that a new school needs to be built in Wilder. However, land is available in Wilder for a school but unclear if school district would have to pay for construction of new school. • J.Manheimer noted that entire district must be viewed as whole to determine if schools are at full capacity. Although the creation of a preschool would be welcome, there are many other core needs that must be addressed first. • Sports field staging area fire: <ul style="list-style-type: none"> ○ C.Seaton requested Chief Winnacker notify schools immediately about anything that might be of concern to school as the lack of communication regarding the | <p>Secure WR Volunteer for Campaign BOARD/ L.Daoust</p> |

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| <p>sports field/staging fire caused confusion and concern. She also suggested signing up for Nixle to receive local notifications and alerts.</p> | |
| <p>President’s Report – Meighan Baldwin and Jill Gibson</p> <ul style="list-style-type: none"> • June Minutes were approved • Board members to email Meighan and Jill goals (1-2) for one’s own board position and to review Google document of board position descriptions. • Jumpstart = SUCCESS! • Board members graduating/rolling off: <ul style="list-style-type: none"> ○ Sally Hua, Rebecca Reategui ○ All agree to start proactive search for replacements ASAP. • EFO-ED position update: <ul style="list-style-type: none"> ○ Professional Executive Director has been hired. Darcie Taylor, a Lamorinda parent, is scheduled to start 9/24. • Raise the Paddle Goal for Bandit Bash: <ul style="list-style-type: none"> ○ Encourages community building especially for new families (Kinder/T-K). ○ J.Manheimer noted creation of Wagner STEAM lab is great need and can be focus for Raise the Paddle goal. Science lab space can provide dual use for science and STEAM and can be staffed 5 days a week if the 2 programs are combined. <ul style="list-style-type: none"> ▪ Wagner STEAM lab estimated cost to be determined and then set as Raise the Paddle goal. ▪ Costs for Sleepy Hollow and Glorietta STEAM labs to be researched. SH lab cost more than Glorietta lab and Del Rey lab cost is in the middle. Glorietta lab opened last year whereas SH and Del Rey lab to open this year ▪ What makes a STEAM lab: <ul style="list-style-type: none"> ▪ Materials ▪ Storage ▪ Shelving ▪ Art and robotic supplies ▪ Magnetic and white board walls ▪ Possibly some hand tools ▪ Hand sink ○ Other Goal might be computers/laptops. J.Manheimer to check with tech to see if replacements are still needed. Chromebooks are nearing their end with 4-5 to replace, but no impending need for this year. • A.Stuffmann noted it was good to put Coffee Connection on Facebook. • Liz Daoust to take over as OUSD Board liaison as J.Rossiter will not continue 3rd term on Board. | <p>BOARD</p> <p>BOARD</p> <p>J.Manheimer</p> |
| <p>WR Play and AtoZ update - Laura Allaire</p> <ul style="list-style-type: none"> • A to Z Directory is up and running. • S.Hua and L.Allaire are now reviewing information collected after last year’s play to determine what worked well. All agree that play is community builder and provides opportunity for all kids to experience theater. • Because the play is so heavily volunteer based and time-consuming, RFP’s have been sent out for outsourcing production. Three (3) proposals have been received to date. Committee of parents to review proposals and then give Board their recommendations. • Costs are covered with ticket sales and registration fees (\$300/student in play and \$125/student for tech last year). Scholarship option for registration fee has been included for the past 3 years, but no one has applied to date. All agreed scholarship should continue to be offered. • Other schools have hired outside companies except Glorietta and Wagner. • 2019 play schedule outline: <ul style="list-style-type: none"> ○ Registration opens in a few weeks ○ Auditions during conference week in October ○ Show named in December | <p>S.Hua & L.Allaire</p> |

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| <ul style="list-style-type: none"> o Practices Jan-June o Performances last week of school • Meeting scheduled for 9/21 @ 8am to review committee recommendations with a couple of Board members. | TBD |
| <p>Principal's Report – Jim Manheimer</p> <ul style="list-style-type: none"> • School opening was great along with successful Garden work day • Security: <ul style="list-style-type: none"> o Almost all staff has had CPR training. o Interior/exterior magnet strips have been installed on doors for lockdown. o Multipurpose room set up for protection against fire. o Water tank installed on site, but must check if tank is filled with water. o Fire drills continue on last day of each month. o Secure campus drill occurs every trimester. o Classroom emergency supplies managed by parents. • Mandated reporter training to occur for staff and teachers on 9/14 Minimum Day. • Health training: <ul style="list-style-type: none"> o List of students with medical conditions has been created o List shows student picture along with notes regarding aliment and emergency procedures. • Enrollment: <ul style="list-style-type: none"> o Wagner is full. o Only 2-3 vacant spots on campus - which is great for budget. o Largest school with 420 students including T-K. • Karen Fazio recognition: <ul style="list-style-type: none"> o Ron Langer to meet with husband. o Some ideas for memorial include murals on ball wall and somehow using theme of "Lucky" which was tattooed on Karen's wrist. Working on something that has parental involvement. • Fingerprinting: <ul style="list-style-type: none"> o Great showing of parents but Red Tomatoes vendor was overwhelmed since understaffed. o Wagner Ranch was the first school to have event so future sessions will schedule times slots to avoid long waits and other schools are working on scheduling evening sessions. o Fingerprinting is required for parents chaperoning 4-5th grade overnights, driving on school field trips, or parents who work with 4-5 students alone (rare). Fingerprints remain on file for K-5 and can transfer to OIS. o J.Manheimer noted fingerprinting is more efficient if done in-house rather than at UPS or police station since parents must have correct paperwork. • Kidpower: On campus soon • Basketball: <ul style="list-style-type: none"> o Board agrees that J.Manheimer's suggestion of Miramonte high school basketball game event would be much better community builder and just as fun (if not more) for families than Warriors game event as tickets are costly at \$195/pp. o Board also suggested St.Mary's women's basketball game with tour and Warriors hosted party for other potential events. • New staff recap- all transitioning well at Wagner: • Facility recap: <ul style="list-style-type: none"> o Ball wall was not completed and needs new plywood. To be done soon. • Funding: <ul style="list-style-type: none"> o May need 10 iPads. • Bandit sharing classroom space: <ul style="list-style-type: none"> o J.Manheimer clarified that rooms for Art, Science, Library, Music, Computer Lab, Multipurpose Room, and some outdoor spaces are turned over to Enrichment for use. Classrooms are not offered for use so that teachers can | K.Kiang/ BOARD |

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| <p>do work. Board requested J.Manheimer discuss space usage with teachers as enrichment has some difficulty with using shared non-classroom spaces.</p> | <p>J.Manheimer</p> |
| <p>OFFICER'S REPORTS</p> <ul style="list-style-type: none"> • <u>VP Operations - Sally Hua & Jenny Mathews</u> <ul style="list-style-type: none"> ○ Shed Cleanout party suggested. Offer pizza and drinks to volunteers or give Mealtime credit. ○ Bandit Staffing: <ul style="list-style-type: none"> ▪ Understaffed, especially on minimum days. Hester is unable to find qualified applicants because pay is low and Bandit staff pay cannot exceed Aides pay. Suggestion to post on Nextdoor. ○ Hot Lunch: <ul style="list-style-type: none"> ▪ S.Hua noted Hot Lunch is going well and that she will spearhead efforts to create "How to do Hot Lunch" video tutorial as this is Sally and Marcela Ruesga's last year. ▪ S.Hua will reach out to OIS video staff and Del Rey video creator who might be parent. ▪ Currently \$7K ahead of prior year sales. ○ J.Mathews can take over S.Hua's Operations responsibilities in near future. ○ Board approved \$80 for a sound bar for Bandit TV. ○ One classroom is short an emergency bag. Classroom to purchase and submit receipt for reimbursement as cost is covered by registration fees. ○ School directory for past students: <ul style="list-style-type: none"> ▪ Debbie has hardcopies from past years for contacting students who have left Wagner. ○ Viva Espanol: <ul style="list-style-type: none"> ▪ Questions regarding possibility of T-K program to be directed to Viva Espanol directly or J.Mathews. Viva Espanol is trying to be flexible for each school. ▪ J.Mathews requests that A.Hatton find new Spanish liaison to take over. | <p>A.Hatton</p> |
| <ul style="list-style-type: none"> • <u>VP Family Connections – Kelly Kiang</u> <ul style="list-style-type: none"> ○ A's game event: <ul style="list-style-type: none"> ▪ Approx. 25 families so A.Stuffmann to send out email about how to obtain the tickets. ○ Movie night: <ul style="list-style-type: none"> ▪ Date set for Friday 10/19 ▪ Taco, pizza, and/or slider truck are being considered. Slider truck to be contacted. ▪ Movie ideas to be emailed to K.Kiang ○ Wagner gear: <ul style="list-style-type: none"> ▪ Board agrees that hats and adult long-sleeve shirts should added to available gear. Black shirts for boys and adults. ▪ GRYCO is apparel company. ▪ Apparel to be brought to Coffee Connection. ▪ P.Holman suggested spending another \$1000. ▪ New graphics to be considered. Possibly contact Cooper Blackshear's mom who is graphic designer and designed 2018 OMPA graphics. | <p>A.Stuffmann</p> |
| <ul style="list-style-type: none"> • <u>Treasurer – Patty Holman</u> <ul style="list-style-type: none"> ○ Jump Start "No checks" policy was a success with only 10 checks. ○ \$285K collected in registration. Ahead of last year's \$250K. ○ P.Holman treasurer goals for the year are: <ul style="list-style-type: none"> ▪ Research banks to consolidate Bank of America regular account and Wells Fargo Bandit account into one bank. Change to occur during 2019 summer. A.Hatton suggested considering First Republic as we might also obtain corporate sponsorship. | |

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| <ul style="list-style-type: none"> ▪ Research into whether or not Revtrak should be kept or changed. Glorietta, Sleepy Hollow and Del Rey schools use Membershiptoolkit. Director of IT researching other options and meeting with vendors. | |
| <ul style="list-style-type: none"> • <u>VP Communications – Amy Stuffmann</u> <ul style="list-style-type: none"> ○ Requested that “allotted time” be added to meeting agenda. ○ Facebook policies: <ul style="list-style-type: none"> ▪ Board agrees that no faces should be posted unless it’s your own child and that only Wagner students/families may join group. | S.Son |
| <ul style="list-style-type: none"> • <u>VP Fundraising - Rebecca Reátegui</u> <ul style="list-style-type: none"> ○ Jumpstart: <ul style="list-style-type: none"> ▪ Communication and physical setup helped with success. ▪ New magnets helped with donations. ▪ Funding sign on way out of school to be updated in a few weeks. ▪ M.Baldwin noted that messaging for registration and EFO total amount of \$1750 was effective. ▪ J.Mathews suggested donations table might be better set-up to minimize waiting and confusion. Possibly with more helpers to process and presidents near line to answer questions. ▪ Board agreed general flow was better and that balloons were helpful in providing direction. A.Hatton suggested providing 15 clipboards to fill out forms while waiting in line. ▪ R. Reátegui to connect with L.Allaire on how to represent names for donations through directory information confirmation. | |
| <ul style="list-style-type: none"> • <u>Volunteer Coordinator – Ari Hatton</u> <ul style="list-style-type: none"> ○ Round Up: <ul style="list-style-type: none"> ▪ Future organizer to be Jamie Yammine and a few others. ▪ Will have minimal volunteer involvement. ▪ No prizes or fish ▪ Self-serve games ▪ Food trucks ▪ No tickets, just entry fee ○ Volunteer positions: <ul style="list-style-type: none"> ▪ Yearbook - Teresa Jergens and Jen Telford to take over from Larissa Kosla starting next year. ▪ Jumpstart Co-Chairs – 2 volunteers to start. Jessica Sinnarajah as Lead ▪ Council members – 3 are interested but only 2 committed. Also, one member to be parent of special needs student. ▪ Fundraising Chair- Still TBD ▪ Book Fair –TBD. 2 volunteers needed to shadow. Kindergarten parents would be good volunteer pool ▪ Play volunteers – TBD. May not be as needed if production company is hired. Since Roundup is less volunteer based, more 4th grade parents might be available to volunteer for play. | |
| <ul style="list-style-type: none"> • <u>Miscellany</u> <ul style="list-style-type: none"> ○ Change in 2019-20 school year schedule: <ul style="list-style-type: none"> ▪ School ends May 28th, 2020 so future spring activities will shift, such as spring play. Wagner play is last in community so scheduling to be addressed summer of 2019. ▪ Acalanes shifted school schedule first and then feeder schools decided to shift schedule starting Fall of 2019. School year to be August 14, 2019 – May 28, 2020. | |
| MEETING ADJOURNED 10:47AM | |