

WPNS Board Meeting minutes

11/30/21

Attendance:

Lauren, Izzy, Anna, Whitney, Diane, Joyce, Sarah, Natasha, Maggie

Agenda:

1. General updates (Lauren/Joyce)
 - Enrollment Update - 76
 - Upcoming Holiday Events:
 - i. Winter WonderRun (12/2 - 12/3)
 - ii. Holiday Boutique (12/7 items due; 12/8 shopping)
 1. Need parent volunteers to decorate
 2. We need to borrow white sheets
 - iii. Special Guest (12/16 -12/17)
 1. Update to 12/15 and 12/16
 - iv. PJ Day (12/17 - 12/18)
 1. Update to 12/16 and 12/17
 - v. Surprise- In House Field Trip- Beat Buds at 12:30
 - vi. Help?
 1. No additional help needed
 - Membership Meeting
 - i. Omicron
 1. We are ok to continue with in person meeting for December
 - ii. Any feedback to the office?

1. No feedback to the office after the in person membership meeting
 2. Some feedback before the meeting
 3. Some people chose to not come in person but listen in through Zoom even though they didn't receive "credit" for attendance
- iii. Removing unvaxxed option
1. Still need to show negative test (instant is accepted)
 2. Unvaccinated is no longer an option
 3. Get this into the Digest
- iv. Car seats
- v. Logistics
1. Projector x HDMI cable-do we need a new screen?
 - a. We should order a new screen, something that can be mounted.
 - b. At some point let's find a way to make the screen a permanent-ish fixture without
 - c. Estimates: \$100-400 for projector
 2. Set-up//arrivals
 - a. Whitney
 3. "Bouncer" for checking vax and COVID test results
 - a. Joyce will bounce
 4. Childcare
 - a. Approximately 12 reservations for November (not all attended)
 5. Timing
 6. MC
 - a. Kristen will be MC for the December membership meeting
- vi. Other

1. Boutique decorating volunteers
 - Board/Teacher Dinner- Friday , 12/10 at 6:15 Fiesta Martin
 - WPNS Future- to put on Radar
 - i. Extra programs
 1. U and Me to bring back- Cindy
 - a. Needs at least 6
 - b. Potential to do Monday/Wednesday or Friday
 - c. Need to get a questionnaire out about this
 2. Messy Art Program- run by Manda
 - a. Under 2
 3. We get a percentage back of both
 - ii. Small infant program
 1. Joyce is researching this to start August 2022
 - iii. Universal Preschool
 1. Forming committee
 2. Already impacting some decisions of families for next year
 3. Note about school district policies being in effect for universal preK, example of truancy rules
 4. Potential for working in partnership
 5. Potential for Build Back Better to help lower pod enrollment
2. Finance (Kristen)
 - Staff Bonuses
 - i. Joyce/Kristen working through these
 - Benefactor donation (Joyce) + January meeting
 - i. Very kind donation in support of benefits
 - ii. Would like a further conversation about sustainability
 1. If we add a younger child program, can we do that in the current space? Need to figure out yard space.

2. To plan:

- a. What do we estimate the building would cost?
- b. What would universal pre K do?
- c. Kristen has some of this mapped out
- d. Discussion in Jan/Feb
- e. Kristen, Diane, Whitney happy to help

○ Big Purchases- Fogger, Tire Chips, Restock of Emergency Items

- i. Fogger is a sanitizing machine that can sanitize the whole school in one sweep
 1. Is the fogger an additional measure or a replacement measure? Additional
 2. Fogger gets into nooks and crannies
- ii. Tire chips
 1. Need to refill
 2. Can be delivered from Home Depot for \$80
- iii. Trikes
 1. Joyce found some good ones, more info to come

3. SBC/Personnel (Diane)

- Update regarding Insurance Benefits and Retirement Plans
 - i. Diane to draft a benefits overview
- New Letters for Staff-

4. Fundraising (Sarah/Natasha)

- WinterWonderRun
<https://app.99pledges.com/fund/WPNS>
 - i. Membership opportunities: Events, Raffle Prize Collection
 - ii. Updates

1. 57% of families have opened pledge pages
 2. \$7000 raised
 3. Deadline changed to 15th
- iii. Support needed:
1. Setup between drop off and 10am
 2. Need a photographer - Chris, Board and Teachers
- iv. Schedule
1. Upper pod 10-11am
 2. Lower pod 11am
- v. Activities
1. Hop scotch, Waddling like penguins, polar bear fishing, shaving cream
- Updates on Other Fall Fundraisers
- i. Anisa Acupuncture
 1. \$50 for a 30 min holiday stress treatment and all funds going to wpns
 2. Lauren to connect Sarah/Natasha with Anisa
 - ii. See's - potential bug with links not connecting to fundraiser
 1. Clarification that the amount credited to fundraising is the proceeds, not the full amount of candy sold
 - iii. Date booked for Gennan March 20, 2022

5. Business (Rachel)

- Year-end Teacher appreciation (Sarah from bubble group)
 - i. WPNS gives gift cards directly to teachers
 - ii. Parents can give gifts directly, Kristen to send teacher preferences
- Diane to do Cindy birthday appreciation

6. Membership (Whitney)

- Family Summaries coming this week
 - i. Sarah/Natasha to add what's already been raised to the tracking spreadsheet
 - 1. If needed, can say “this doesn’t include See’s, WonderRun”
 - 2. Check in with Gennan about what’s been raised
 - ii. Whitney/Kristen to confirm fines from tracking spreadsheet
- When can we close out fundraising etc?
 - i. December 15 is the deadline
 - ii. Can we make it part of January tuition? - No, it has to be separate since it’s a fine
 - iii. Goal have invoices for Fall Fundraising drafted Dec 16, December 17, 2021

7. Outreach and Events (Maggie)

- January Open House
 - i. Rachael Martinez family job
 - ii. Confirmed for Jan 22nd
 - iii. Open house is meant for prospective families to come meet teachers, see the space, current families to bring friends. Teachers set up the space.
- Future Parent Eds
 - i. Patti and Scott Miller

- We need to go back to the basics with some of our Parent Eds
- Feeding Littles can't do it, too many requests

8. Communications (Anna)

- Ideas from membership meeting:
 - i. money making ideas: Ideas for a future infant program
 - ii. "You and Me" extracurricular program for 18-month-old
 - iii. Tutoring after school for older kids? - cannot for licensing (maybe on weekends)
 - iv. Social groups for older kids, camp for older kids
 - v. Spanish
 - vi. Silent auction (spring?)
 - vii. After the holidays - Spring Fundraising
 - viii. Additional activities: Yoga teacher potentially coming in

9. Ops (Izzy)

- Make up picture day - scheduled and complete
- Updates:
 - i. Paper - buy one roll, then do thermal tape (not duct tape). 3 people the weekend of Dec 17ish.
 - ii. 10 people to do sandbox reinforcement
 - iii. Window - tempered glass? Plexiglass?
 - iv. Need to resolve the back and front flooding. Maybe a thick weather strip?
- Natasha Kaboom - needs dimensions, they would come build it but we need stuff to do to submit the application