



WMC

*Woodrow Wilson High School Management Corporation, Inc.
3950 Chesapeake Street, NW
Washington, DC 20016*

Minutes of Meeting of March 14, 2008

Attendees: Officers, Directors, *ex officio* members:

J. Koczela, Chairman V. Callanen A. Wilson E. Martel, Secretary
R. Zugby, Vice-Chair G. Gibson A. da Silva-Olaghere
A. Evans, Treasurer M. Froning J. Howe, Exec. Director P. Gardner
J. Williams, principal

A meeting of the Board of Directors of the WMC was held on March 14, 2008 in the Wilson HS conference room.

1. The chair called the meeting to order at approximately 7:40 AM. The distributed agenda (copy attached) was distributed (Attachment A).
2. Consent Agenda—JK
 - A. Minutes from February 15, 2008 (Attachment B)

The consent item, moved by Alex Wilson and seconded by Robert Zugby, was unanimously passed.

3. Review and Status of Action Items from Previous Meeting(s)

A. Financial Audit

Target date: 5/15/08

There are two volunteers for the Audit Committee: Matt Frumin (parent) and Ajibade da Silva.

B. Parent and Staff Elections

Bob Zugby needs to provide documentation of the respective elections to J. Howe

C. Status of Emergency Generator

Mr. Howe reported that the generator is in place and operational.

4. Executive Director's Facilities Report

A. Weight Room Renovation Mr. Evans stressed that all expenditures of \$10,000 or more require 3 bids & 2 signatures, and that while the Athletic Department and their parent volunteers priced

equipment with several vendors, the proper paper work to back this effort up was not fully in place as is required.

B. Pool Groundbreaking postponed; now scheduled for 3/17/08

C. Magnetically Controlled Doors- 2 still short out

D. Wall Plaster Repairs- Job is continuing

E. Air Conditioning the Remaining Rooms Target Date for Completion: 5/15/08

6. Modernization

A. Ed Specs Meetings-Grimm Parker started meeting with department and other operational groups. Mr. Howe agreed to circulate a copy of the schedule to everyone.

B. Online survey to solicit stakeholders' views has been posted and all are encouraged to complete a survey. Grimm Parker will do the tabulation. Ajibade da Silva agreed to contact members of the SGA and solicit input from them.

C. Field Trips (Visits) to Grimm-Parker Sites
Wash-Lee HS and Kenmore MD: 4/4

Anthony Evans, Alex Wilson, Gloria Gibson and Pam Gardner agreed to seek out faculty in their area and invite them to take the field trips.

D. Grimm Parker set for 4/9/08/

E. Need to Consult with State Board (SEA) to insure that the architectural design includes facilities elements that specific programs are legally mandated. Ginny Callanen agreed to contact Mr. Biddle. Grimm Parker needs to confirm that they are meeting with DCPS central program staff, too.

7. CAAS (Student Attendance Monitoring System). Alex Wilson reported:

- 17 schools use it

- Need 4 readers (scanners)

Cost: \$14,282 (if WWMC purchased new equipment)

Assumption: Reimbursement by DCPS

Need to check this with Alex Donahue &/or Jesus Aguirre

Maintenance to be DCPS responsibility

8. Lanyards for Student ID's

Cost \$4000 for 2500

9. Walkie-Talkies

Cost of recommended models (SQL served): \$1000 Mr. Howe reported that Ms. Williams was told that DCPS's security office would provide the additional units.

A resolution was proposed by Robert Zugby, and seconded by Pam Gardner, to have the WMC pay up to \$14,282 for various CAAS components.

Meeting adjourned at 8:40AM with agenda finished.

Draft Submitted by Erich Martel, Secretary, 4/9/08

Promoting the educational success of every Wilson student through effective facilities and services