

CITY OF LOS ANGELES
CALIFORNIA

**Neighborhood Council
Governing Board**

President: Dena Weiss
Vice President: Chris Waddy
Secretary: Karen DiBiase
Treasurer: Heath Kline
Parliamentarian: Don Patterson

Committee Chair, Julie Waltrip
Committee Members:
Reina Cerros-McCoughey
Heath Kline
Rochelle "Shelly" Schwartz
Allan Biggins Stakeholder
Youth Member TBA



200 N. Spring Street
Los Angeles, CA 90012

Email: NCsupport@lacity.org
Website: www.empowerla.org

**WOODLAND HILLS
WARNER CENTER
NEIGHBORHOOD
COUNCIL**

**Regular Education Committee Meeting
Agenda
Fire Station #84
Community Room**

21050 Burbank Blvd, Woodland Hills, CA 91364

Tuesday January 2, 2024

6:30 p.m.

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Karen DiBiase, Secretaria, al **818-639-9444** o por correo electrónico www.whcouncil.org para avisar al Concejo Vecinal.

Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board

Items for Discussion and Possible Action:

All comment is limited to 2 minutes per speaker, unless adjusted by the presiding chair of the committee.

1. Call to Order. Roll call of members: Julie Waltrip, Reina Cerros-McCoughey, Heath Kline, Rochelle "Shelly" Schwartz, Allan Biggins.
 2. Public Announcements by city officials and representatives: (2) minutes per speaker.
 3. Stakeholder Public Comment Period (on items NOT on the agenda): (1) minute per speaker.
-

4. Approval of Committee Minutes: Tue. December 5, 2023 if available.

5. Items for discussion and possible action: see supporting documents on each item

Stakeholder Public Comment will be taken on each agenda item: (3) minutes per speaker

Item No. One: (15 minutes)

Woodland Hills Academy Middle School invites our neighborhood council to have a free booth at their resource fair on Saturday February 24, 2024. Shelly Schwartz and Reina Cerros McCoughey mentioned they are available that day to run the booth. Committee recommends the full board's participation in the event as a Neighborhood Council. See supporting documents. Roll call vote.

Item Two: (15 minutes)

Woodlake Elementary School PTA Community Outreach Terra Collins hosts their Annual Arts Night called NOTA. Committee will consider her npg request for funding. See supporting documents. Roll call vote.

Item Three: (15 minutes)

Librarian Wendy Rokos updated her book list order based on Scripps National Spelling Bee recommendations for sixth seventh and eighth grade students to read at Hale Charter Academy Middle School. Committee will consider her npg request for funding. See supporting documents. Roll call vote.

Item Four: (15 minutes)

Youth Member Application second rough draft and dates will be finalized for distribution and posting. See supporting documents. Roll call vote.

Item Five: (15 minutes)

Our committee wants the option to meet remotely via Zoom to increase attendance and productivity. See supporting documents. Roll call vote.

Item Six: (15 minutes)

Stakeholder Allan Biggins needs to be given his login and password credentials to access his required training so that he can receive his voting privileges with no more delay. See supporting documents. Roll call vote.

ADJOURNMENT. The next meeting will be on Tuesday February 6, 2024 6:30 pm at the same place.

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: NCsupport@lacity.org

Public Posting of Agendas -

Neighborhood Council agendas are posted for public review as follows:

- **A copy of this agenda is also physically posted on the outside of the window of the West Valley Warner Center Chamber located at 6100 Topanga Canyon Blvd, Ste 2330, Woodland Hills, CA 91367. The Chamber is located at the Promenade Mall outside the east entrance of the mall and to the left of Ruth Chris Restaurant. The Chamber office is accessed from Owensmouth Street. Parking is free.**
- www.whcouncil.org
- You can also receive our agendas via email by subscribing to L.A. City's [Early Notification System \(ENS\)](#)

Notice to Paid Representatives -

If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at ethics.lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

Public Access of Records -

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at our website: www.WHWCNC.org or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Dena Weiss at: d.weiss@whcouncil.org.

Reconsideration and Grievance Process -

For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and our website.

Supporting Documents

Item 1: Woodland Hills Academy supporting documents

Item 2: Woodlake Elementary Supporting documents

Item 3: Hale Charter Academy Supporting documents

Item 4: youth member application supporting documents:

Item 5 zoom committee meeting supporting documents:

Our committee wants the option to meet remotely via Zoom to increase attendance and productivity. Zoom allows for recording of our meeting so we can distribute/post it as public record. Our bylaws allow for zoom committee meetings. Our committees already met via zoom last year.

Specific to the Education Committee, our committee members, stakeholders and grant applicants subscribe to a 9-month school calendar, so during school holidays and break times, we especially want to meet virtually to make quorum and maximize the productivity of the committee's projects despite schools being closed. While school is in session, many of our committee participants are educators who taught students all day with little bandwidth leftover to come to an in-person meeting weeknights and would be much more inclined to join our meeting via zoom.

Committee members have all the equipment they need to conduct zoom meetings with personal devices; committee chairs need the board's technical support, the login and the password to our Zoom account to conduct our meetings virtually. Each chair can meet in person or virtually depending on the needs of the committee at the time. We are asking for the option to meet virtually via Zoom on behalf of not only the education committee but also on behalf of all committees of the Woodland Hills Warner Center Neighborhood Council.

Item 6 training credentials supporting documents:

Stakeholder Allan Biggins was appointed to the Education Committee by unanimous vote in November. He was unanimously appointed to be a Board Member as alternate to Area 5 at the Governance Committee meeting in December. I move that Allan Biggins be given his login and password credentials to access his required training so that he can receive his voting privileges with no more delay.

My name is Camerino Sanchez and I am a Counseling Assistant for Woodland Hills Academy, a Los Angeles Unified middle school in the west San Fernando Valley. We will be hosting our third annual West Valley Community Resource Fair on our campus on Saturday, February 24th, 2024, from 11AM – 2PM and would love to extend an invitation to Woodland Hills Warner Center Neighborhood Council to participate. We are holding the event a little earlier in the year this time around and hope you are able to join us!

We are inviting the families of all of our students as well our neighboring schools (elementary to high school) in LAUSD's Region North. We have a diverse student population and expect a mix of both Spanish and English speaking families. The Resource Fair is a great opportunity for us to share the different services available in our community, from housing, food, healthcare, mental health support, clothing, safety, political representation, and more. The event is free and open to all. For a list of last year's participating agencies, please visit:

<https://tinyurl.com/WVCommunityResourceFair>

If you are interested in participating in this year's fair, please register using this Google Form: <https://tinyurl.com/WVCRF24>

If you have any questions regarding the event, please contact me at [818-226-2900 ext.2926](tel:8182262900) or by email at camerino.sanchez@lausd.net. If there is a more appropriate contact person for me to reach out to, please let me know and I will be happy to contact them directly. We truly hope that you are able to join us and share all that you do for our community. Thank you and I look forward to hearing from you soon.

Warm regards,

Camerino Sanchez
Counseling Assistant
Woodland Hills Academy
Phone: 818-226-2900, Ext. 2926
www.woodlandhillsacademy.org

Woodland Hills Academy is proud to host the

2023 WEST VALLEY COMMUNITY RESOURCE FAIR

DJ! RAFFLES!
INFLATABLE GAMES!
FOOD TRUCKS!
GIVEAWAYS!

SATURDAY, MARCH 25

11 AM - 2 PM ON THE QUAD

FREE & OPEN TO ALL

20800 Burbank Blvd., Woodland Hills, CA 91367



FREE DENTAL, VISION, HEARING,
AND BLOOD PRESSURE
SCREENINGS! PUBLIC LIBRARY
CARDS! REGISTER TO VOTE!
AND SO MUCH MORE!

**FOR A LIST OF
PARTICIPATING
AGENCIES, VISIT:**

tinyurl.com/WVCommunityResourceFair
FOWHA91367@GMAIL.COM



Neighborhood Council Funding Program

APPLICATION for Neighborhood Purposes Grant (NPG)



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: Woodland Hills Warner Center Neighborhood Council

SECTION I - APPLICANT INFORMATION

- 1a) Woodlake Ave Elementary PTSA 95-6206846 California
Organization Name *Federal I.D. # (EIN#)* *State of Incorporation* *Date of 501(c)(3) Status (if applicable)*
- 1b) 23231 Hatteras St Woodland Hills CA 91367
Organization Mailing Address *City* *State* *Zip Code*
- 1c)
Business Address (if different) *City* *State* *Zip Code*
- 1d) **PRIMARY CONTACT INFORMATION:**
Terra Collins 818-425-0588 WoodlakeVolunteers@gmail.com
Name *Phone* *Email*
- 2) Type of Organization- Please select one:
☐ Public School (not to include private schools) or ☒ 501(c)(3) Non-Profit (other than religious institutions)
Attach Signed letter on School Letterhead *Attach IRS Determination Letter*
- 3)
Name / Address of Affiliated Organization (if applicable) *City* *State* *Zip Code*

SECTION II - PROJECT DESCRIPTION

- 4) Please describe the purpose and intent of the grant.

The purpose of this grant is to help with costs and arts access for our 590 students and Night of the Arts community event. Our enrollment grew by 100 students within the last school year, and we are proud to say that all arts enrichment programs were covered for every TK-5th grade class—including displaced Ukrainian and Israeli students, as well as special education students. NOTA showcases students' artwork in an outdoor "art gallery" and invites the community in to view the art, create art of their own, and enjoy choral music, dance, and musical theater performances. Art supplies, signage, on site art stations, refreshments and more need to be purchased/rented.

- 5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large.
 (Grants cannot be used as rewards or prizes for individuals)

To create the gallery, art pieces using watercolors, oil pastels, clay, chalk, brushes, glue, paints, spray foam and embellishments need to be mounted to presentation boards, hung in frames, and constructed (Recycled Art Garden sculptures). Supplies for the make-and-take art stations and crafted backdrops for the choral music and musical theater numbers are also completed by students on large canvas sheets. With the assistance of this grant, we are also able to help to replenish some of the art supplies used during Studio Art instruction for all of our 590 students.

SECTION III - PROJECT BUDGET OUTLINE

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost
		\$	\$
		\$	\$
		\$	\$
6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	Art supplies for this event	\$ 2000	\$ 4200
		\$	\$
		\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?
☒ No ☐ Yes If Yes, please list names of NCs: _____

8) Is the implementation of this specific program or purpose described in Question 4 contingent on any other factors or sources or funding? (Including NPG applications to other NCs) ☒ No ☐ Yes If Yes, please describe:

Source of Funding	Amount	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$ 2000

10a) Start date: 02/01/24 10b) Date Funds Required: 03/01/24 10c) Expected Completion Date: 06/09/24
 (After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?
☒ No ☐ Yes If Yes, please describe below:

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?
☐ Yes ☒ No ***(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)**

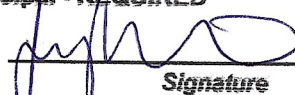
SECTION V - DECLARATION AND SIGNATURE

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read the documents "What is a Public Benefit," and "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*

Amy Pedersen Principal  12/01/23
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*

Jennifer Richmond President  12/04/23
 PRINT Name Title Signature Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form

From: Reina McCaughey reinacmccaughey@gmail.com
Subject: Woodlake NOTA 2024
Date: Dec 5, 2023 at 8:56:46 AM
To: Julie Waltrip jwaltrip@hotmail.com, Julie Waltrip
j.waltrip@whcouncil.org, Reina Cerros
McCaughey r.mccaughey@whcouncil.org



Woodlake Elementary Community Charter School

Los Angeles Unified School District, Region North
23231 Hatteras St., Woodland Hills, California 91367
Telephone (818) 347-7097 Fax (818) 883-3953

Alberto Carvalho
Superintendent of Schools
David Baca
Region North Superintendent
Amy Pedersen
Principal
Julie Ljubicic
AP EIS
Lorna Weise
AP

December 4, 2023

Subject: Support for PTSA NPG Request

Dear Woodland Hills Warner Center Neighborhood Council,

I am writing to express my full support for the funding request submitted by our Parent Teacher Student Association (PTSA) for Night of the Arts, 05/04/2024. As the principal of Woodlake Elementary Community Charter, I have witnessed the invaluable contributions of our PTSA in enhancing the educational experience for our students. The proposed initiative aligns seamlessly with our school's commitment to arts enrichment education, and I believe that the requested funds will significantly benefit our students with additional supplies and the opportunity to display, or perform, their work.

Our PTSA has a proven track record of successful projects that have enriched our learning environment and fostered a sense of community within our school. I have complete confidence that the proposed project will continue this tradition of excellence. I kindly urge the WHWC Neighborhood Council to consider this funding request favorably, recognizing the positive impact it will have on our students and the broader community. Your support will undoubtedly contribute to the continued success of our school.

Thank you for your time and consideration.

Sincerely,



Amy Pedersen

Principal

Reina McCaughey



everychild.one voice.

2327 L Street, Sacramento, CA 95816

(916) 440-1985 • Fax (916) 440-1986 • info@capta.org • www.capta.org

LETTER OF DETERMINATION

March 27, 2023

Terra Collins, Unit President
Woodlake Avenue Elementary PTSA [2710]

Dear Terra:

In response to request of this office concerning your PTA's tax-exempt status, a copy of our group ruling letter dated November 18, 1943, from Internal Revenue, which grants federal income tax exemption to all PTAs in California, is enclosed. You will note the Internal Revenue Code section at that time as referred to in the letter was 101(6)—now Section 501(c)(3) as indicated in all PTA bylaws in California. The group exemption number assigned to the California State PTA is GEN-0646.

Also enclosed is a copy of the February 24, 2010 letter from Franchise Tax Board confirming PTA's exemption from state franchise or income tax under Section 23701d of the Revenue and Taxation Code.

Both the federal and state exemption letters cover all of our divisions—local units (associations), councils and districts. The letters are issued to the California Congress of Parents and Teachers, Inc. The corporate name was changed as indicated on this letterhead by vote of the annual convention on May 5, 1978, and has been recorded and filed with the Secretary of State with certificate endorsed on August 14, 1978.

Woodlake Avenue Elementary PTSA is a unit in good standing. It was organized on October 6, 1953 according to our official records, and is chartered as a member organization of the California Congress of Parents, Teachers, and Students, Inc.

Woodlake Avenue Elementary PTSA located at 23231 Hatteras Street, Woodland Hills, CA, 91367 in the Thirty-First District, California Congress of Parents, Teachers and Students, Incorporated, is a nonprofit, tax-exempt association under our group ruling. The Employer Identification Number (EIN) assigned to Woodlake Avenue Elementary PTSA is 956206846 and the assigned Franchise Tax Board entity number is 9541907.

Sincerely,

A handwritten signature in cursive script that reads "Donna Broussard".

Donna Broussard
Tax Filing Assistant

cc: District President



TREASURY DEPARTMENT

WASHINGTON 25

OFFICE OF
COMMISSIONER OF INTERNAL REVENUE

ADDRESS REPLY TO
COMMISSIONER OF INTERNAL REVENUE
AND REFER TO

IT:P:T:l

MAP

850
NOV 18 1943

California Congress of Parents and Teachers, Inc.,
416 Union Building,
Second and Broadway,
San Diego 1, California.

Mesdames:

Reference is made to the evidence submitted for use in determining the status of your local associations for Federal income tax purposes.

In Bureau ruling dated February 26, 1943, it was held that you are entitled to exemption from Federal income tax under the provisions of section 101(6) of the Internal Revenue Code and corresponding provisions of prior revenue acts as it is shown that you are organized and operated exclusively for educational purposes.

It is the opinion of this office, based upon the evidence presented, that you and the local associations appearing in your Year Book 1943-1944, California Congress of Parents and Teachers, Inc., are entitled to exemption from Federal income tax under the provisions of section 101(6) of the Internal Revenue Code and corresponding provisions of prior revenue acts, as it is shown that you and the local associations are organized and operated exclusively for educational purposes. Accordingly, it will not be necessary for you and such associations to file returns of income unless there is a change in your organization, purposes or methods of operation.

You should furnish the Bureau annually, on the calendar year basis, lists in quadruplicate showing only the names and addresses of any new local associations and the names and addresses of any local associations which for any reason have ceased to exist. Such annual lists should be accompanied by a statement sworn to by one of your principal officers as to whether the information heretofore submitted by you on which this ruling is based is applicable in all respects to the associations appearing on the lists and should be forwarded so as to reach this office not later than February 15 of the following year.



California Congress of Parents and Teachers, Inc.

Since any organization which is exempt from Federal income tax under the provisions of section 101 of the Internal Revenue Code also is exempt from the capital stock tax pursuant to the express provisions of section 1201(a)(1) of the Internal Revenue Code, you and the local associations appearing in your Year Book 1943-1944 will not be required to file capital stock tax returns for future years so long as the exemption from income tax is effective.

Furthermore, under substantially identical authority contained in sections 1426 and 1607 of the Code and/or corresponding provisions of the Social Security Act, the employment taxes imposed by such statutes are not applicable to remuneration for services performed in your employ or in the employ of such associations so long as the conditions prescribed above for retention of an exempt status for income tax purposes are met.

Contributions made to you and the local associations listed are deductible by the donors in arriving at their taxable net income in the manner and to the extent provided by section 23(o) and (q) of the Internal Revenue Code and corresponding provisions of prior revenue acts.

Bequests, legacies, devises or transfers, to or for your use or for the use of such local associations are deductible in arriving at the value of the net estate of a decedent for estate tax purposes in the manner and to the extent provided by sections 812(d) and 861(a)(3) of the Code and/or corresponding provisions of prior revenue acts. Gifts of property to you or them are deductible in computing net gifts for gift tax purposes in the manner and to the extent provided in section 1004(a)(2)(B) and 1004(b)(2) and (3) of the Code and/or corresponding provisions of prior revenue acts.

The collector of internal revenue at Los Angeles, California, is being advised of this action.

By direction of the Commissioner.

Respectfully,


Deputy Commissioner.

NOV 6 1992

Internal Revenue Service

Department of the Treasury

District
Director

P.O. Box 2350 Los Angeles, Calif. 90053

Person to Contact:

FELICIA C MIRAFLOR

PTA CALIFORNIA CONGRESS OF PARENTS
TEACHERS & STUDENTS INC PTA-CA31
930 GEORGIA ST
LOS ANGELES, CA 90015-1322

Telephone Number:

213-894-2336

Refer Reply to:

EO-1102-92

Date:

NOV 6 5 1992

RE: PTA CALIFORNIA CONGRESS OF PARENTS
TEACHERS & STUDENTS INC PTA-CA31
95-1683870

Gentlemen:

This is in response to your request dated October 26, 1992 regarding the above named-organization.


A review of our records indicate that this organization was recognized to be exempt from Federal income tax under Internal Revenue Code section 501(c)(3). Group exemption number 0646 has been assigned to the parent organization and its subordinates. The determination letter issued in November 1943 continues to be in effect.

You should contact your parent organization for a copy of their determination letter.

If you need any further assistance, please feel free to contact our office at the above address or telephone number.

Thank you for your cooperation.

Sincerely,


Felicia C Mirafior
Disclosure Assistant



STATE OF CALIFORNIA
FRANCHISE TAX BOARD
PO BOX 942857
SACRAMENTO CA 94257-0540

Entity Status Letter

Date: 6/11/2020

ESL ID: 4869876343

According to our records, the following entity information is true and accurate as of the date of this letter.

Entity ID: 0103844

Entity Name: CALIFORNIA CONGRESS OF PARENTS, TEACHERS, AND STUDENTS, INC.

- ☒ 1. The entity is in good standing with the Franchise Tax Board.
- ☐ 2. The entity is **not** in good standing with the Franchise Tax Board.
- ☒ 3. The entity is currently exempt from tax under Revenue and Taxation Code (R&TC) Section 23701 d.
- ☐ 4. We do not have current information about the entity.

The above information does not necessarily reflect:

- The entity's status with any other agency of the State of California or other government agency.
- If the entity's powers, rights, and privileges were suspended or forfeited at any time in the past, or the entity did business in California at a time when it was not qualified or not registered to do business in California:
 - The status or voidability of any contracts made in California by the entity at a time when the entity was suspended or forfeited (R&TC Sections 23304.1, 23304.5, 23305a, 23305.1).
 - For entities revived under R&TC Section 23305b, any time limitations on the revivor or limitation of the functions that can be performed by the entity.

Connect With Us

Web: **ftb.ca.gov**
Phone: 800.852.5711 from 7 a.m. to 5 p.m. weekdays, except state holidays
916.845.6500 from outside the United States
TTY/TDD: 800.822.6268 for persons with hearing or speech impairments

8.1 Bylaws of the California Congress of Parents, Teachers, and Students, Inc.

(As Amended, May 2002)

ARTICLE I — NAME

The name of this corporation is the California Congress of Parents, Teachers, and Students, Inc., a branch of the National Congress of Parents and Teachers. It is also known and will be referred to in these bylaws as the California State PTA.

Hereinafter in these bylaws the term "local PTA" wherever used to designate a local unit shall also designate "PTSA" where such may exist.

★★★ ARTICLE II — PURPOSES

Section 1. The purposes of the California State PTA, in common with those of the National PTA, are:

- a. To promote the welfare of children and youth in home, school, community, and place of worship.
- b. To raise the standards of home life.
- c. To secure adequate laws for the care and protection of children and youth.
- d. To bring into closer relation the home and the school, that parents and teachers may cooperate intelligently in the education of children and youth, and
- e. To develop between educators and the general public such united efforts as will secure for all children and youth the highest advantages in physical, mental, social, and spiritual education.

Section 2. The purposes of the National PTA and the California State PTA are promoted through an advocacy and educational program directed toward parents and teachers and the general public; developed through conferences, committees, projects and programs; and governed and qualified by the basic policies set forth in Article III.

Section 3. The organization is organized exclusively for the charitable, scientific, literary, or educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code or corresponding Section of any future Federal tax code (hereinafter "Internal Revenue Code").

★★★ ARTICLE III — BASIC POLICIES

THE FOLLOWING are basic policies of the California State PTA, in common with those of the National PTA:

- a. The organization shall be noncommercial, nonsectarian, and nonpartisan;
- b. The organization shall work with the schools and community to provide quality education for all children and youth and shall seek to participate in the decision-making process establishing school policy, recognizing that the legal responsibility to make decisions has been delegated by the people to boards of education, state education authorities, and local education authorities;
- c. The organization shall work to promote the health and welfare of children and youth and shall seek to promote collaboration between parents, schools and the community at large;
- d. No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, directors, trustees, officers, or other private persons except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article II hereof;
- e. Notwithstanding any other provision of these articles, the organization shall not carry on any other activities not permitted to be carried on (i) by an organization exempt from Federal income tax under Section 501(c)(3) of the Internal Revenue Code, or (ii) by an organization, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code;
- f. Upon the dissolution of this organization, after paying or adequately providing for the debts and obligations of the organization, the remaining assets shall be distributed to one or more nonprofit funds, foundations, or organizations that have established their tax-exempt status under Section 501(c)(3) of the Internal Revenue Code and whose purposes are in accordance with those of the National PTA;
- g. The organization or members in their official capacities shall not — directly or indirectly — participate or intervene (in any way, including the publishing or distributing of statements) in

CINCINNATI OH 45999-0038

In reply refer to: 0255863245
Oct. 14, 2020 LTR 4168C 0
95-6206846 000000 00
00013742
BODC: TE

PTA CALIFORNIA CONGRESS OF PARENTS
TEACHERS & STUDENTS INC
WOODLAKE AVENUE ELEMENTARY PTA
23231 HATTERAS ST
WOODLAND HLS CA 91367-3119

037757

Employer ID number: 95-6206846
Form 990 required: yes

Dear PTA CALIFORNIA CONGRESS OF PAR:

We're responding to your request dated Oct. 06, 2020, about your tax-exempt status.

We issued you a determination letter in September 1967, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

We also show you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Section 509(a)(2).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period:

- Form 990, Return of Organization Exempt From Income Tax
- Form 990EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990-EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at www.irs.gov/forms-pubs or by calling 800-TAX-FORM (800-829-3676).

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific

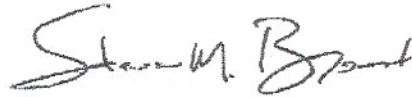
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00013743

PTA CALIFORNIA CONGRESS OF PARENTS
TEACHERS & STUDENTS INC
WOODLAKE AVENUE ELEMENTARY PTA
23231 HATTERAS ST
WOODLAND HLS CA 91367-3119

time).

Thank you for your cooperation.

Sincerely yours,

A handwritten signature in dark ink, appearing to read "Steve M. Brown". The signature is fluid and cursive, with the first name "Steve" and last name "Brown" clearly distinguishable.

Steve M. Brown, Operations Manager
Operations 3-CIN

Neighborhood Council Funding Program

APPLICATION for Neighborhood Purposes Grant (NPG)



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: Woodland Hills-Warner Center

SECTION I - APPLICANT INFORMATION

- 1a) Hale Charter Academy
Organization Name Federal I.D. # (EIN#) State of Incorporation Date of 501(c)(3) Status (if applicable)
- 1b) 23830 Califa St
Organization Mailing Address City State Zip Code
- 1c) _____
Business Address (if different) City State Zip Code

1d) PRIMARY CONTACT INFORMATION:

Wendy Rokos 818-313-7463 wendy.rokos@lausd.net
Name Phone Email

2) Type of Organization- Please select one:

☒ Public School (not to include private schools)
Attach Signed letter on School Letterhead

or

☐ 501(c)(3) Non-Profit (other than religious institutions)
Attach IRS Determination Letter

3) _____
Name / Address of Affiliated Organization (if applicable) City State Zip Code

SECTION II - PROJECT DESCRIPTION

4) Please describe the purpose and intent of the grant.

The purpose and intent of this grant is to provide our students who will be participating in the Scripps Spelling Bee the recommended books to help students with their spelling and see the words in context of literature.

5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)

with greater opportunities to experience literature where the Scripps words can be seen used in context, the better our opportunity to see a student from our community move on to the Scripps National Bee.

SECTION III - PROJECT BUDGET OUTLINE

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost
		\$	\$
		\$	\$
		\$	\$

6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	See Attached book list	\$ 951.54	\$ 951.54
		\$	\$
		\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?

☒ No ☐ Yes

If Yes, please list names of NCs: _____

8) Is the implementation of this specific program or purpose described in Question 4 contingent on any other factors or sources or funding? (Including NPG applications to other NCs) ☒ No ☐ Yes If Yes, please describe: _____

Source of Funding	Amount	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$ 1000.00

10a) Start date: ____/____/____ 10b) Date Funds Required: ____/____/____ 10c) Expected Completion Date: ____/____/____
 (After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?

☒ No ☐ Yes If Yes, please describe below:

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?

☒ Yes ☐ No *(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)

SECTION V - DECLARATION AND SIGNATURE

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read the documents "What is a Public Benefit," and "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*

HENRY SONG Principal [Signature] 12-4-23
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*

Nendy Rokos Teacher/Librarian [Signature] 12-4-23
 PRINT Name Title Signature Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form



Los Angeles Unified School District

Hale Charter Academy
GIFTED STEAM MAGNET CENTER
VAPA MAGNET CENTER
23830 Califa Street, Woodland Hills, CA 91367
www.HaleCharterAcademy.com
Phone (818) 313-7400 Fax (818) 346-7517

Alberto M. Carvalho
Superintendent of Schools

David Baca
Local District Northwest
Superintendent

Henry Song
Principal

December 1, 2023

To Whom it May Concern

In order for students to embrace and understand spelling rules and better comprehend words, Scripps Spelling Bee provides a book list to all those schools who participate. The list consists of books at all grade levels serviced at Hale charter Academy; sixth, seventh and eighth grades. There are 16 books covering these grade levels that Scripps recommends the Spelling Bee participants to read. Within these books, students will find all the words that are on the study list Scripps provides. Reading the words in context of great stories will help students to more easily master the words.

Hale Charter Academy, in Woodland Hills, will host their annual Spelling Bee beginning January 9, 2024. Our Teacher Librarian, Wendy Rokos, will host and lead a team of volunteer teachers to check the spelling, record correct and incorrect spelling and provide students with the definition, word origin and give the students an example of how the word is used in the context of a sentence. Scripps provides everything needed to hold our Bee. This is Mrs. Rokos' fifth Spelling Bee she has held in the Library. We provide a winner to the Los Angeles Unified Regional North District Spelling Bee, and the winner will move onto the Scripps Regional Spelling Bee. The winner of that Bee heads to the finals held in Washington every year. We have yet to have our winning speller go farther than the Regional Bee and our hope is that with access to the books containing the words from the study list, we will have a better chance of having a winner proceed to the finals. They will represent not only our school, but our school district as our community.

Attached you will find a quote from Amazon for the purchase of five copies of each book recommended by Scripps for the amount of \$951.54. This will provide 80 books the student participants can choose from to read while studying the provided words to be spelled, giving them a better opportunity to excel in our School Spelling Bee.

Thank you for considering this grant for our school.

Henry Song
Henry Song
Principal

Checkout (79 items)



1 Shipping address

Wendy Rokos
LIBRARY @ HALE CHARTER ACADEMY
23830 CALIFA ST
WOODLAND HILLS, CA 91367-2922
[Add delivery instructions](#)

[Change](#)

2 Payment method

Pay over time with Affirm

[Change](#)

^ Add a gift card or promotion code or voucher

[Apply](#)

3 Review items and shipping



Gift Card

Get a \$200 Amazon Gift Card instantly upon approval for Prime Visa.
[No annual fee. Open offer](#)

Arriving Dec. 14, 2023 If you order in the next 2 hours and 54 minutes (Details)
Items shipped from Amazon.com

**The Thief**

by Turner, Megan Whalen

\$13.79

Qty: 5

Sold by: Amazon.com Services

LLC

[Add gift options](#)**Choose your Prime delivery option:**☒ **Tomorrow, Dec. 12 - Thursday, Dec. 14**

FREE Prime Delivery

☐ **Monday, Dec. 18**

FREE Amazon Day Delivery

Fewer boxes, fewer trips.[Change delivery day](#)[Continue to application](#)

By clicking or tapping, Continue to Application, you agree to Amazon's privacy notice and conditions of use.

You have selected to **pay over time with Affirm**, and you will need to submit an application for financing with a third party. We will share information about you, and your Amazon.com account, and this purchase transaction to assist Affirm in evaluating your finance application and the detection and prevention of fraud.

Order Summary

Items (79):	\$963.31
Shipping & handling:	\$23.04
Total before tax:	\$986.35
Estimated tax to be collected:*	\$93.71

Order total: \$1,080.06

How are shipping costs calculated?

Prime shipping benefits have been applied to your order. (Why aren't all my items eligible?)

**Under the Egg**

by Fitzgerald, Laura Marx

\$24.86

Qty: 1

Sold by: SBA Book Store

Add gift options

Arriving Dec. 13, 2023 If you order in the next 2 hours and 54 minutes (Details)

Items shipped from Amazon.com

**Hello, Universe: A Newbery****Award Winner**

by Kelly, Erin Entrada

\$10.29

Qty: 4

Sold by: Amazon.com Services

LLC

Add gift options

**Brown Girl Dreaming**

by Woodson, Jacqueline

\$9.81

Qty: 5

Sold by: Amazon.com Services

LLC

Add gift options

**Wonder**

by Palacio, R. J.

\$9.40

Qty: 4

Sold by: Amazon.com Services

LLC

Add gift options

**The Hanmoji Handbook:****Your Guide to the Chinese****Language Through Emoji**

by Li, Jason

\$17.85

Qty: 5

Sold by: Amazon.com Services

LLC

Gift options not available

Kira-Kira (Newbery Medal Book)

by Kadahata, Cynthia

\$14.38

Qty: 5

Sold by: Amazon.com Services

LLC

 Add gift options**Zachary Ying and the Dragon Emperor**

by Zhao, Xiran Jay

\$10.49

Qty: 5

Sold by: Amazon.com Services

LLC

 Add gift options**Baseball in April and Other Stories**


by Soto, Gary

\$6.99

Qty: 5

Sold by: Amazon.com Services

LLC

 Add gift options**Plotting the Stars 1: Moongarden**

by Barry, Michelle A.

\$12.99

Qty: 5



Sold by: Amazon.com Services

LLC

 Add gift options**Arriving Dec. 12, 2023** If you order in the next 2 hours and 54 minutes (Details)

Items shipped from Amazon.com

**Worse**

by Ziegler, Jennifer

\$11.59

Qty: 5

Sold by: Amazon.com Services

LLC

 Add gift options**The Last Mapmaker**

by Soontornvat, Christina

\$10.32

Qty: 5

Sold by: Amazon.com Services

LLC

 Add gift options**The Last Cuentista**


by Higuera, Donna Barba

\$10.49

Qty: 5

Sold by: Amazon.com Services

LLC

 Add gift options

Delivery option updated

Your delivery options have changed based on your updated purchase selections. Please review before placing your order.

Arriving Dec. 19, 2023 - Dec. 20, 2023

Items shipped from Amazon.com

**The Wild Book (Yonder)**

by Villoro, Juan

\$11.18 FREE delivery for

Prime members

Qty: 5

Sold by: Amazon.com Services

LLC

Add gift options

Choose your Prime delivery option:☒ Tuesday, Dec. 19 - Monday, Jan. 8

FREE Prime Delivery

Arriving Dec. 27, 2023

Items shipped from Amazon.com

**The Stardust That Made Us:****A Visual Exploration of****Chemistry, Atoms,****Elements, and the Universe**

by Stuart, Colin

\$20.49 FREE delivery for

Prime members

Qty: 5

Sold by: Amazon.com Services

LLC

Add gift options

Arriving Dec. 27, 2023 - Jan. 8, 2024

Items shipped from Amazon.com

**Animal Farm**

by Orwell, George

\$14.99 FREE delivery for

Prime members

Qty: 5

Sold by: Amazon.com Services

LLC

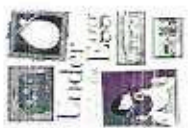
Add gift options

\$200
Amazon
Gift Card

Get a \$200 Amazon Gift Card instantly upon approval for Prime Visa.
No annual fee. [Open offer](#)

Arriving Dec. 18, 2023 - Dec. 26, 2023

Items shipped from ral



Under the Egg
by Fitzgerald, Laura Marx

\$8.75

Qty: 1

Sold by: ral

Not eligible for Amazon Prime
([Learn more](#))

Gift options not available

Choose a delivery option:

- ☒ Monday, Dec. 18 - Tuesday, Dec. 26
- \$3.99 - Standard Shipping



Get a \$200 Amazon Gift Card instantly upon approval for Prime Visa.
No annual fee. [Open offer](#)

Arriving Dec. 26, 2023 - Dec. 27, 2023

Items shipped from arigaragesales



Under the Egg
by Fitzgerald, Laura Marx

\$5.00

Qty: 2

Sold by: arigaragesales

Not eligible for Amazon Prime
([Learn more](#))

Gift options not available

Choose a delivery option:

- ☒ Tuesday, Dec. 26 - Wednesday, Dec. 27
- \$5.35 - Standard Shipping

\$200
Amazon
Gift Card

Get a **\$200 Amazon Gift Card** instantly upon approval for Prime Visa.
No annual fee. [Open offer](#)

Arriving Dec. 19, 2023 - Dec. 26, 2023

Items shipped from LABYRINTH BOOKS



Under the Egg

by Fitzgerald, Laura Marx

\$5.98

Qty: 1

Sold by: LABYRINTH BOOKS

Not eligible for Amazon Prime

([Learn more](#))

Gift options not available

Choose a delivery option:

☐ Friday, Dec. 15 - Wednesday, Dec. 20

\$12.00 - Delivery

☒ Tuesday, Dec. 19 - Tuesday, Dec. 26

\$3.99 - Standard Shipping



Get a **\$200 Amazon Gift Card** instantly upon approval for Prime Visa.
No annual fee. [Open offer](#)

Arriving Dec. 21, 2023 - Dec. 27, 2023

Items shipped from bestbazaarus



Under the Egg

by Fitzgerald, Laura Marx

\$8.16

Qty: 1

Sold by: bestbazaarus

Not eligible for Amazon Prime

([Learn more](#))

Gift options not available

Choose a delivery option:

☐ Thursday, Dec. 14

\$37.57 - Delivery

☒ Thursday, Dec. 21 - Wednesday, Dec. 27

\$9.71 - Standard Shipping

[Continue to application](#)

Order total: \$1,080.06

By clicking or tapping Continue to Application, you agree to Amazon's privacy notice and conditions of use.

You have selected to **pay over time with Affirm**, and you will need to submit an application for financing with a third party. We will share information about you, and your Amazon.com account, and this purchase transaction to assist Affirm in evaluating your finance application, and the detection and prevention of fraud.

*Why has sales tax been applied? See tax and seller information.

Need help? Check our Help pages or contact us

For an item sold by Amazon.com: When you click the "Place your order" button, we'll send you an email message acknowledging receipt of your order. Your contract to purchase an item will not be complete until we send you an email notifying you that the item has been shipped.

Important information about sales tax you may owe in your state

You may return new, unopened merchandise in original condition within 30 days of delivery. Exceptions and restrictions apply. See Amazon.com's Returns Policy.

Need to add more items to your order? Continue shopping on the Amazon.com homepage.

WHWCNC Youth Member Position Now Open-Read Below to Apply

Youth Member – Application for Membership

The Governance Council will vote for one of our excellent Candidates at their Meeting in February.

Please email application to j.waltrip@whcouncil.org

The Neighborhood Council is a city funded council composed of elected and appointed board members. The youth member is an opportunity for youth to have a formal role in the city's planning and decision-making process.

Youth Council Members:

- * Represent the council on issues important to youth.
- * Identify ways to improve Woodland Hills for its youth.
- * Encourages youth participation in local government.
- * Acts as a youth advisory member to the Los Angeles City Council and city departments.

Membership Criteria:

- Applicants must meet stakeholder requirements per the Council Bylaws. Youth members will serve one two-year term, ending when each WHWCNC election is certified by the office of the City Clerk.
- Applicants must be at minimum 14 years of age and no more than 17 years of age when seated.
- Applicant must include a copy of their transcript with the application.
- Youth members must comply with all rules and regulations that govern the Woodland Hills-Warner Center Neighborhood Council (WHWCNC).
- Youth member shall attend all board meetings which are held on the second Wednesday of each month at 6:30pm and as defined in the Bylaws.
- Youth members must join and attend meetings of one council committee. Committees include Governance, Education & Youth, Public Safety & Transportation, Community Outreach, Community Services, Planning Land Use & Mobility, Woodland Hills Impacts and Policies, Environment & Beautification, and Homelessness.
- All applicants will be considered regardless of race, color, gender, national origin or disability.

The Deadline for submitting your application is midnight February 2, 2024

Please submit your application by email to Julie Waltrip at:

j.waltrip@whcouncil.org

(All information must be provided and included in submittal. Please email as a PDF)

Youth Member – Applicant Information:

Name: _____

Home Address: _____

E-mail Address: _____

Phone Number: _____ Date of Birth _____

School: _____ Current Grade: _____

Applicant Experience:

Please list activities in which you have participated. Include organizations, school-related activities, community activities and employment if applicable.

Name of Organization: _____

Title or Position: _____

Period of Involvement: _____ Hours per week: _____

Contact: _____ Email Address: _____

Name of Organization: _____

Title or Position: _____

Period of Involvement: _____ Hours per week: _____

Contact: _____ Email Address: _____

Name of Organization: _____

Title or Position: _____

Period of Involvement: _____ Hours per week: _____

Contact: _____ Email Address: _____

Employment if applicable: Please list employment history:

Type of Work: _____

Period of Work: _____ Hours per week: _____

Name of Employer: _____ Phone Number: _____

Type of Work: _____

Period of Work: _____ Hours per week: _____

Name of Employer: _____ Email Address: _____

Teacher or school counselor reference:

Name: _____

School: _____

Email address or telephone number: _____

Additional Information:

Name of Applicant: _____

To give each applicant the opportunity to demonstrate eligibility for the Youth Member position, answer the following questions limiting each response to 100 words or less. Use a separate sheet of paper if necessary and attach response sheet to the application with your name and submit together.

1. Why do you believe that you would be a good candidate for the Youth Member? Any special qualities?

2. How would you like to contribute to your community by serving on this board? Which committee meeting would you like to attend and why?

3. In your opinion, what is the most critical issue facing youth in your school, in your neighborhood, and in your city? What can a Youth Member and Neighborhood Council do to solve such a problem?

Please click on the links to read the Council Bylaws, Standing Rules and Codes of Conduct.

<https://whcouncil.org/about/bylaws-2>

Applicant Statement:

I hereby certify that the information I have given is true and correct to the best of my knowledge. I understand that provision of false information may disqualify my consideration. I authorize the release of this information for verification purposes and understand it will be used only to process my application. I also understand that by submitting this form, I am submitting an application to participate as the Youth Member of the Woodland Hills- Warner Center Neighborhood Council and that said application is only complete upon receipt of the Parental/Guardian Consent and Liability Release and verification of attendance by a teacher or school counselor. Upon submission of the application, I understand that I will be considered for membership with all other applicants and that I may or may not be selected for membership. If selected, I agree to attend all meetings and join one WHWCNC Committee and understand that I could be removed from membership for failure to do so.

Applicant Signature Date

Parental or Guardian Consent

I, the undersigned, do hereby consent to my child's participation in the Woodland Hills-Warner Center Neighborhood Council (WHWCNC). I acknowledge that I have read and understand the Woodland Hills-Warner Center Neighborhood Council By-Laws/Standing Rules and allow my child to attend all meetings and events relative to this program; and that I understand that my child could be removed from membership for failure to do so. I also acknowledge that upon submission of the application, my child will be considered for membership with all other applicants and that my child may or may not be selected for membership. I further acknowledge that my child's participation in the WHWCNC is voluntary, and I agree to release the Woodland Hills-Warner Center Neighborhood Council and their employees, officials, and any and all individuals and organizations assisting or participating in or with the council from any and all claims for personal injuries and property damage which my child may suffer while participating as a member of the Woodland Hills-Warner Center Neighborhood Council.

Signature of Parent or Guardian and Date

The Woodland Hills Warner Center Neighborhood Council is an official elected advisory body to the City of Los Angeles representing the stakeholders of the Woodland Hills and Warner Center neighborhoods. The NC is responsible for creating community, improving the quality of life in the neighborhood, ensuring the delivery of City services and educating the stakeholders on how to better participate in City government.