

W.A.V.E. MEETING

Westlake Association of Volunteer Explorers:
The Parent Group of Westlake Charter School

MEETING AGENDA

January 11, 2010

6:30 p.m.

3800 Del Paso Road
Sacramento, CA 95834
BASE Room

I) OPENING

A) CALL TO ORDER : SCOTT WILLIAMS 6:35PM

B) ROLL CALL AND ESTABLISHMENT OF QUORUM (3 MINUTES)

present absent

1.	Paul Hobie, President	_____	__x__
2.	Scott Williams, VP Business Affairs	___x__	_____
3.	Julie Westberg, VP Parent Participation	___x__	_____
4.	Emily Chan, Treasurer	___x__	_____
5.	Karen Bartells, Secretary	___x__	_____

C) REPORTS

5 minutes per team for presentation

5 minutes for discussion/questions per topic

1) Principal's Report

(a) We got the Lowe's grant for a digging station. Kate Culvert (RSP teacher) and Debbie Hightower drew up the plans for a station for kids to dig for fossils or pottery. It will have areas for waiting, playing, and sitting; will go next to Mr. K's shed.

(b) We also got a Target grant to go toward Sutter's Fort trip.

2) Treasurer's Report - See online reports for income and expenses.

(a) Have two month's of reports since we didn't have a regular December meeting. See posted reports.

(b) We've been working at cutting all of our expenses, so our WAVE reserves are intact. We've only spent \$252 of our \$5,800 budget. We still have taxes and insurance coming up (\$2600), and have school dance and staff appreciation coming up. We have a little bit of money set aside for student council (we paid for the Indian storyteller); we have another \$250 still allocated for student council.

- (c) Our reserve does go back into the school. We reserve 15% of funds raised to cover insurance and tax filings, and then we give the leftovers back to the school in the form of wish lists. Even though we reserve some of it, nearly all of it goes back into the school.
 - (d) Second trimester funding given to Kate Burwinkel. \$14,485!
 - (e) Floodlight expenses will be reflected in January, was about \$250. Home Depot gave us a discount.
- 3) Fundraising Report
- (a) Prom update: Lisa is desperate for volunteers. She only has 4-5 parents committed to helping her. Needs ticket sales, sponsors, ad space (love notes to significant other), and wine donations. So far, Four Points has donated the venue, Sierra Nevada brewery donated beer, John Bartle is DJ, donated jewelry will be raffled, salons will donate part of their revenues, Brad Helms is doing photography, Kookaburra Preschool is donating childcare options, Anderson Family catering, Joanna is doing a slideshow. Good Day Sacramento will be here next week; Mr. Capp will be on the roof until we sell 450 tickets. Will ask Mr. Capp to send personal invitations to district board members.
- 4) Parent Participation & Hospitality/Community Building Report
- (a) Mountain Mike's FNO on 1/20/2010 from 4-8pm. There will be a flyer coming out in folders, or is on our school website.
 - (b) Barnes & Noble brought in \$1300 of B&N gift cards, plus \$200 in tips from gift wrapping.
 - (c) Should we do coffee on bank days? Since parents need to come to set up the account, they will be coming. Will see if USE is bringing the coffee. Parent comment: have we considered a 529 plan as well? Usually administered by non-banks (investment companies), and the expense in managing requires larger deposits – but we can ask.
 - (d) Parent comment: would be nice to get teacher feedback from teacher appreciation days. Did they like it? A lot of parents put in a lot of work, do the teachers like it? Would be nice to have staff feedback, to forward to the parents, to keep them helping out.
- 5) Community Service Report – no report.

II) ITEMS SCHEDULED FOR ACTION:

5 minutes introduction
10 minutes for discussion/questions

A. Approve WAVE minutes for October 19, 2009

Motion: Scott Williams
Second: Emily Chan

Action: Passed
Vote: 4 Yes; 0 No; 0 Abstain

III) ITEMS SCHEDULED FOR INFORMATION/DISCUSSION/UPDATE. 10 minutes discussion for each item

- 1) Parent Patrol: Our school has been broken into many times, so with the help of the Sacramento police department, we put together a parent patrol. We worked in pairs, and covered the entire break, from 8pm – 2am. We did not have any incidences. We also installed motion detectors, which were purchased by WAVE. Special thanks from Paul Guesnon for installing those! And to Scott Dosick for coordinating the patrols. Scott Dosick is working with district to get security cameras installed. Sac PD has been more involved through this. Would like to do this every break.
- 2) Community Outreach – supporting WCS board through outreach, getting word out that we are a public school and trying to get people to register. It is part of our charter and we are required to do it. Thank you to Scott W. who was able to get things going with this. Last week Paul handled the outreach. We went to La Superior grocery and SaveMart, and will be handing out flyers. Making sure people are aware that we are a public school. NUSD board has us on their agenda as a discussion item for charter renewal, and we will be questioned on our community outreach. The vote for charter renewal will be in February.
- 3) Bank Day – starting again with USE Credit Union. They have been very generous about supporting the school, and they have offered a bank day. They will be here 1/21. Information will be coming soon. Will be similar to last year. Is a minimum of \$10 to open, and no minimums on deposits.
- 4) Mrs. Lillich and six students from student council are here to introduce themselves and ask a few questions.
 - (a) Ideas for this year: crazy hair day and other fun days (pajama day and twin day, face painting day)
 - (b) Meetings are on Tuesdays during lunch. They discuss upcoming plans and things they are helping to do.
 - (c) Raised about \$230 from the raffle basket, to be used to start a student store. Will sell pencils, pens, mugs. Things other students would be interested in buying, will distribute proceeds either within the school or community, after speaking with their constituents. This is the biggest priority right now.
 - (d) Will also organize a talent show.

- (e) Would also like to organize some speakers to come in during the rest of the year. Trying to focus on international and cultural events.
 - (f) They did the Kylee Lillich Giving Tree to give back to the community, and may do recycling in the future. They also voted to do the Heifer International project again.
 - (g) Ideas come from the students in different classes they represent.
- 5) Student Council has questions for WAVE:
- (a) What is WAVE and how did it get started? WAVE: Westlake Association of Volunteer Explorers. It was started by a group of parents who wanted to get involved and support the school. The WAVE started a nonprofit organization to be the fundraising arm of the school, to help support Spanish, art, and the extra things our school has.
 - (b) Mission? To support the school and bring the families together. Provide opportunities for families to get their volunteer hours in.
 - (c) What are the duties of the board members? Pres, 2 VP, Secretary, Treasurer.
 - (d) How do you become a WAVE board member? Voted on by the families in our school. Anyone who is in good standing (with regards to volunteer hours) can vote, and can run for an office.
 - (e) What are some of the main projects WAVE heads up? Golf tournament, Olympics, Prom, International Festival
 - (f) Is there anything the student council can assist with? Yes! We'd like a big safety/ health fair. We will be doing Bank Day on 1/21, USE Credit Union will be here, and they will be opening bank accounts. They need some students to help out – need two students on 1/21 from 8 – 8:30 in the BASE room. Another idea – lower flags at the end of the day, and raise again before the pledge at the beginning of the day. Could be an earned award for students.
 - (g) Has SC considering asking if other parents would like to mentor, many parents have prior board experience. Will be added to SC agenda

IV) ITEMS UNSCHEDULED FOR DISCUSSION. This section is for any item not on the agenda. Please limit discussions to 3 minutes per topic. NONE.

V) FUTURE AGENDA ITEMS. Members may request a topic to be placed here for discussion at the next WAVE meeting.

- A) International Festival – will check with Cathy Nanni for timing.
- B) Update from Elizabeth Williams on the Lowe's grant. We will be putting together a "Green and Clean" Day to build the digging pit. Will be before the International Festival.

VI)ADJORNMENT

The meeting was adjourned at _____7:52PM_____.