

# W.A.V.E. MEETING

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

## MEETING AGENDA

**February 8, 2010**

6:30 p.m.

3800 Del Paso Road  
Sacramento, CA 95834  
BASE Room

### I) OPENING

A) CALL TO ORDER : PAUL HOBIE 6:34PM

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

present absent

1.	Paul Hobie, President	<u>  x  </u>	<u>      </u>
2.	Scott Williams, VP Business Affairs	<u>  x  </u>	<u>      </u>
3.	Julie Westberg, VP Parent Participation	<u>  x  </u>	<u>      </u>
4.	Emily Chan, Treasurer	<u>      </u>	<u>  x  </u>
5.	Karen Bartells, Secretary	<u>  x  </u>	<u>      </u>

### C) REPORTS

5 minutes per team for presentation

5 minutes for discussion/questions per topic

#### 1) Principal's Report

- (a) Looking back to January, many things happened and were accomplished here at WCS. We had a special morning line-up guest – Dr. Saladin presented the school with a \$356.00 for their Halloween Candy Buy Back, and I spent a couple of days on the roof of the office. For that event, we had channel 31/13 out both days for a “live remote” along with a radio station, all-in-all we had a great time and a good deal of publicity for our school as well as an opportunity to share a small bit of information regarding our upcoming new student registration. Many thanks go to Stephanie Cruz for getting the media out for us. February, though a short month will also be a very busy month. On Sunday, February 14<sup>th</sup> we will hold our first ever Prom Night Fundraiser – Do you have your tickets? Also, a reminder that February 15-19 school will not be in session, though BASE will be open February 16-18.
- (b) Walking Wednesday is still a big hit with about 60-90 kids walking each Wednesday. Will you join us? The past couple of weeks Jamba Juice has sold hot oatmeal for a dollar to our students on Wednesdays and many students have taken advantage of that.

- (c) Last July the board suggested that we revisit the issue of class size in February and make a decision during the April meeting in regards to the budget. I have formed a committee to study the issue, including budgetary constraints, and report back to the board in April with my recommendation and on the agenda as an action item. I have members of the school leadership team and asked parents and board members to help in the effort and our first meeting on February 23<sup>rd</sup> with as current information from the projected state budget as possible. Subsequent meetings will be scheduled at that meeting. The recommendation from those meetings should be in the board member's hands prior to our April 15<sup>th</sup> meeting.
  - (d) On Wednesday the WCS Charter is on the NUSD Board for action on renewal. Along with the charter is a new Memo of Understanding (MOU). One of the items in the MOU is the elimination of custodial services for WCS. Which is also an elimination \$67,000 from our budget to the district, though we will need to hire our own custodial staff. At our meeting next month I'll present to the board for consideration job descriptions, salary schedule and cost analysis for the new service. We will be able to facilitate more service for less than what we've been paying to the district, along with custodians that directly report to our school.
  - (e) NUSD and Westlake has eliminated Home to School Transportation and the savings of more than \$53,000. to our annual budget.
  - (f) Finally, congratulations and a job well done to our two 3<sup>rd</sup> grade classes for their efforts with Helping Hands for Haiti. Their goal of \$350 was exceeded the first day and they now have raised over \$1500!! This speaks volumes for our students and staff. A huge thank you to Christina Maynard and Jeanette Rog for spearheading this drive.
- 2) Treasurer's Report – See Detailed Spreadsheets
  - 3) Fundraising Report - The Prom has sold 171 tickets. It will be a rad event. Tickets are still available. Thank you to Sheraton for the location, and all who contributed.
  - 4) Parent Participation & Hospitality/Community Building Report
    - (a) Parent Participation Hours are due Friday 2/26, information in the newsletter.
    - (b) Bank Day will be at 8am on 2/11 and 2/25.
  - 5) Community Building
    - (a) There will be a coloring and essay contest for Black History month, and 5<sup>th</sup> graders will be selling raffle tickets for a Valentine's Gift Basket. They made \$270 with the Christmas basket, using it for seed money for student store. They won't sell candy or food, just pencils, erasers, sharpeners, etc. The objective is to teach the students how to run a business and some leadership skills. Maria Solis is becoming a mentor and coach for the group, and working on self confidence within the group, and teaching teamwork and leadership skills, and how to follow through on action items. Now they are putting together their own agenda, creating action items, revising, and sending it out my email. They're also meeting 1-2 additional times a week to work on posters and gift baskets, etc.

Next month's spirit day is March 5<sup>th</sup>. March is Women's History Month, and they will be getting prepared for that. For the Heifer project, will be asking students & parents to recycle on their own and bring money in for Heifer International. They are looking for guest speakers. They have been raising and lowering the flag. Students are helping with banking Thursday.

- (b) Health Fair: with the student store, it is not going to happen. Maybe next school year, they can run the students store and coordinate with North Natomas Community Association in the fall. Otherwise, it doesn't fit into student council this year.
- (c) Need parents to help out with the student store, for anyone who needs hours.

**II) ITEMS SCHEDULED FOR ACTION:**

5 minutes introduction  
10 minutes for discussion/questions

A. Approve WAVE minutes for January 11, 2009

Motion: Scott Williams	Action: Passed
Second: Julie Westberg	Vote: 3 Yes; 0 No; 1 Abstain

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

- A) Build, Green and Clean Day: Saturday, April 17<sup>th</sup>. We got a \$5000 grant from Lowe's, and we have three major projects that day. Bring your whole family, little kids through grandparents, and bust out a whole bunch of parent hours. Need someone to chair the hospitality committee for the day, and secure water and snacks. We've applied for a piggyback grant from Dreyer's to get ice cream. Build committee, led by Rob Holmer, with a 12x18 excavation station. There will be collapsible tables as well. The Green committee will install a drip system so we can install more plants and trees. The Clean Committee will be for campus cleanup, washing windows, planting bulbs, power washing, and trash cleanup. We need about 150 people, from 9am – 4pm.
- B) 5<sup>th</sup> Annual International Festival: Will be Saturday, June 5<sup>th</sup>, from 4-7pm. May add a silent auction portion to it. We have someone who will donate bounce houses, and photos. Would be nice to have someone coordinate the stage, someone for raffle baskets, silent auction, marketing, and cake walk.

**IV) ITEMS UNSCHEDULED FOR DISCUSSION. This section is for any item not on the agenda. Please limit discussions to 3 minutes per topic.**

- A) Recycling Ink Cartridges. Wells Fargo is one of the presenting sponsors of Promote Green at Black Expo. They are collecting ink cartridges, proceeds will be donated to WCS. It would expand our efforts with ink cartridges, let's collect as many as we could. Monica Barber will take on our local ink recycling efforts.
- B) Elections – WCS Board has three openings – 2 parents and community member.

- Elections are on March 4. Statements have to be in two weeks before the election. The community person is nominated by the board.
- C) WAVE also has openings, President, VP of Business and Finance, and Treasurer.
  - D) We purchase gifts for outgoing WCS Board members – we donate books.

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

- A) International Festival

**VI) ADJORNMENT**

The meeting was adjourned at \_\_\_\_\_ 8pm \_\_\_\_\_.