

W.A.V.E. MEETING

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

MEETING AGENDA

August 17, 2009

6:30 p.m.

3800 Del Paso Road
Sacramento, CA 95834
BASE Room

I. OPENING

- | | | |
|----|---------------------------------------------------|-----------------------|
| A. | CALL TO ORDER : PAUL HOBIE | 6:36PM |
| 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
 - School started last week with a great start, largely due to WAVE. Getting chaperones was a big help. Thank you so much! Lots of kids are using the gate, and that's a good thing.
 - The computers purchased last year are in the classroom and operational, and much appreciated by the staff.
 - If you have questions about the school or student achievements, please stop in (principal has an open door policy), or phone, email, please contact him!
 - Melissa Meng with the NNTMA and walk/bike to school program is here tonight with how we can help make this happen.
2. Treasurer's Report
 - Not much happened over the summer, we have an ending balance of \$59,578.35. No WAVE expenses.

- Funding support: current year fundraising supports next year. Last year we made \$51,123.60, of which \$43,455.06 will go to the school, in three payments of \$14,485.02. The rest of the \$7,668.54 is for admin costs for WAVE. The unused amount is saved in a reserve. We have \$7,438.19 left from last year, for a reserve of \$15,106.73. Excess reserves may fund miscellaneous things around the school. The ultimate goal is to put it all back into the school.
 - Next month Emily will be asking for budgets for admin and Olympics (prior to September meeting).
 - School needs a new laminating machine.
3. Fundraising Report
- Golf tournament is on September 25th at Teal Bend. We're looking for sponsors to help support and golfers to fill up the tournament. We need to fill up this tournament. Stephanie Cruz wants to plug it, but it has to be interesting – any ideas about how to plug it? Maybe the week or so prior? We also need donations for a raffle. We're doing some interesting things during the tournament and hole prizes. It's our 5th year and Phil has run it and sold out every year. Price goes up August 31.
 - We have three major fundraisers a year, the golf tournament, the Olympic Triathlon, and an Auction. We need someone to help run the auction!
4. Parent Participation & Hospitality/Community Building Report
- FNO on August 27th at Big Spoon Yogurt from 4-9pm. Flyers will be out soon.
 - Christy Sharp is new FNO coordinator.
 - We need a room parent coordinator- we want to step it up a little bit. An email liaison with official news emails that go out through room parents. One person asks room parents to send emails. That person also helps out with teachers' needs and develops room parents and brings cohesiveness and ideas to the group of room parents. Anyone can do – can be done from home. Biggest commitment is during the International Festival.
 - We need a Community Service Liaison – somebody to work with student council rep teacher and bring WAVE to student council, and coordinate their events so they don't take away from our events.
 - Kristan Baca and team are still recording hours. Last year 25% of families did 0-14 hours, and 10% did 15-30 hours.

- Tracy Roman is Thank You Day coordinator. We will not have as many this year, one a trimester. Cookie trays in December and Appreciation week in May.
 - Michelle Ellis gave all teachers a key chain on first day – thank you!
 - On Friday we'll have a coffee social for K/1 parents in front of K classrooms. Bella Bru will donate coffee, and Jenn Morris will coordinate food. On 8/28 for 2/3, and 9/4 will have 4/5 parents. All at 8am, same spot. Will get coffee donated.
 - Olympic Triathlon will change up the events this year, our ideas are: obstacle course – need more on committee, community art project as create –a-thon – each child will do a piece that fits into a giant thing (quilt, mosaic, etc.), and incorporate Spanish language game. And closing ceremony is an event in itself. The main event is October 30. Two weeks after (November 13) will be closing ceremony, kids will get medals. Contact Peggy McAllister to get involved.
5. Community Service Report
- We don't have one yet.

II. ITEMS SCHEDULED FOR ACTION:

5 minutes introduction

10 minutes for discussion/questions

A. Approve WAVE minutes for August 3, 2009

Motion: Scott Williams	Action: 5 Yes; 0 No; 0 Abstained
Second: Julie Westberg	Vote: Passed

III. ITEMS SCHEDULED FOR INFORMATION/DISCUSSION/UPDATE

10 minutes discussion for each item

A. Potential Free Dress Coupon Fundraiser

- Vivienne Nolan proposes selling a free dress coupon to parents for \$5 – it would be a great fundraiser. Mr. Capp likes the idea; he would be on board with 5 per trimester per student. Parents would send order form at beginning of the trimester. Potential of raising \$22,500 at \$75 per student. Easy fundraiser with only a paper outlay. WAVE Board likes the idea. Concern: WCS Board and uniform policy. We'd like Mr. Capp to take it to the Board and give them a chance to chime in on it.

- B. Grant Writing Committee**
- Grant Writing Committee – Elizabeth Williams wants to put together this committee to investigate grant writing opportunities. First meeting was last Friday. This came out of potential increased class size; we need money above and beyond. Elizabeth and Tracy Chatters have written a first draft of one grant with four more on the horizon. Includes music program, library, landscape and playground improvement, and field trip. Grants range in amount of money. Also, another possibility is open proposals – money for technology. Committee needs proposals on how we would spend the money, need ideas and to know what we need. Need a few more experienced grant writers, have two, need more. Also need people to help research. There is so much out there, need someone with a computer and a few hours. Opportunity to bring in more money without holding an event.
- C. Date of Future Wave Meetings**
- Monday September 21st. Third Monday of every month.
- D. Dr. Saladin/Fundraising Opportunity**
- Dr. Jeff Saladin from Children’s Choice dental care, a supporter of Westlake, would like to help donate more funds toward the school, maybe unconventional ideas with unique results. Tentative idea, a pilot. Designate a couple of Sundays, “A Charitable School Day Campaign”, providing the best care possible and educating. Donate all proceeds on those days to the school. Effort to reach out to the community and promote good oral health and pediatric dental services. Children’s oral health is a big problem and the most chronic preventable disease among children. Needs to be some hype within the school and community. He sees 45-55 children in a normal day, and full staff will be involved. They speak Hindi, Punjabi, Arabic, Farsi, Spanish, broad range of languages. Have contracted insurance plans. Will do as he always does, same quality of care. Age 6 months to teenage years.
- E. Auction Chair**
- Our auction is an amazing event. We are in need of someone who wants to help put on an auction.
- F. Volunteer Opportunities**
- Peggy will help coordinate, need room parent coordinator, auction chair, community service liaison, Olympics bookkeeper, and fundraising co-chair. Fundraising chair will work with Mr. Capp and board with strategic planning. We’re short \$100,000, which is \$450-\$500 per child.

- G. Community Service Liaison position and job description – discussed above.
- H. Melissa Meng
 - NNTMA – nonprofit funded by the community to serve Natomas residents and their quality of life, but helping with transportation and air quality. Do Natomas Flyer, and now working with schools to start and maintain walk/bike to school programs to allow kids to walk and bike safely and have the skills to navigate on their own.
 - Promote May is Bike Month, would like to include that to walking.
 - October is International walk to school day/week/month. “Walktober.” Requires parent support, but is usually a big success. Community builder and a way to get kids out and in groups walking, reducing traffic in the school morning.
 - “Walking school bus” – pick a drop-off point outside the school where families come together and walk in to school together – maybe near Walgreen’s. Working with property owner to get approval to start in October.
 - Working with Mr. K to pilot a bike PE program for 4th and 5th grades. A 10-session program where students learn how to wear a helmet, how to use a bike, rules of the road – giving experience and knowledge to bicycle safely. Hoping to use this as a model for the rest of Natomas schools.
 - Can do a helmet fitting event, free helmets if kids don’t have them, and properly fit for those who do. Community event with food and a fundraising opportunity.
 - Created a walk-map for H Allen Height, can do for us. Can do parent workshops on teaching your child to cycle.
 - Walking school bus needs three parent volunteers, 30-45 minute commitment. NNTA will do promotion, but need an interest and volunteers. She’ll work with us. October 14 is I-Walk day – extra fanfare. International Walk to School Day – will have coffee and goodies for parents and kids.

IV. ITEMS UNSCHEDULED FOR DISCUSSION

This section is for any item not on the agenda. Please limit discussions to 3 minutes per topic.

- Box tops for books – save box tops for books. Winning class will choose a few books for library and maybe classroom library.

- Newsletter – will only be posted online, with a few copies in the office. We are stressing to check the website. Will be monthly at the end of the month. Would still like to do a paper calendar each month. Ann will copy the calendar, or parents can get hours for copying.
- Will BASE have structured enrichment programs? Has started, and will start to offer KidsArt, tutoring, intervention, 5th grade band, Mad Science.
- Open House/Town Hall –BASE coordinator will offer BASE care for a fee from 6-8 on the grass. Would be dinner, childcare, and an activity. Is traditionally just for parents to listen to teachers talk about what is happening.
- Can we get extended BASE care for the golf tournament? Probably 8pm. Will check into it tomorrow.
- Who runs website? Have corrections. Send to Paul Hobie.
- New Spirit Store online. www.zazzle.com/westlakecharter. There is a link on the website. This is not a Friday shirt, it is spirit wear. Can wear sweatshirts, but not the shirts to school. Can show school pride on your own time.

V. FUTURE AGENDA ITEMS

Members may request a topic to be placed here for discussion at the next WAVE meeting.

VI. ADJORNMENT

The meeting was adjourned at _____ 8:06PM _____.