

W.A.V.E. MEETING

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

MEETING AGENDA

September 21, 2009

6:30 p.m.

3800 Del Paso Road
Sacramento, CA 95834
BASE Room

D) OPENING

A) CALL TO ORDER : PAUL HOBIE 6:29PM

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) September has been a busy month. School is in full swing and it appears that we've hit our stride.
- (b) Our enrichment and intervention programs have all begun and so many kids are involved. On Mondays alone we have two classes of MadScience working with 40 kids total and another 40 kids involved in our intervention classes. Our other enrichment classes are also full of eager and excited students on Tuesday through Thursday.
- (c) 854 – You Gotta Love It!!!!
- (d) The kiln that was purchased last school year is now installed. We will build a roof for it soon – it is operational.
- (e) We had the first fire drill of the new school year last week and it went very well. It took 4 minutes to evacuate the students onto the big grass field. Our next drill is October 2.
- (f) Progress Reports go home this Friday – look for them.
- (g) The Great Golf Ball Race is tomorrow with Good Day Sacramento TV show doing a live-remote.

- (h) The Golf Tournament is this Friday at Teal Bend – a fun time will be had by all.
 - (i) October 5-9 is our October Break – No school that week, but BASE will be open.
 - (j) October 14 is our iWalk assembly to kick off the International Walk Month. Melissa Meng will be assisting us with that event and more information will be given as we get closer to that date.
- 2) Treasurer’s Report
- (a) See online reports for income and expenses.
 - (b) First of three installments is due the school shortly.
- 3) Fundraising Report
- (a) Golf tournament: Tomorrow is the Great Golf Ball Race, will be on Good Day Sacramento. Need a couple more volunteers at 8am tomorrow. Will broadcast around 8:45. We have a few rounds available, two foursomes available. We also need one more volunteer to help with taking pictures.
 - (b) Olympics: Fundraising starts this Friday, kids will bring home information and sign ups. Triathlon is October 30. Kindergarten starts at 12:30, opening ceremony at 1pm, and concludes at end of school. We need 30 parent volunteers. Goal is \$150 per student, \$3,000 per class, \$45,000 overall. We’ll have deposit day on Thursdays. The class with the highest donations will carry a torch for the week. There will be awards by grade and overall. Closing ceremony and family meal is November 13 at 6pm. There will be certificates of participation and prizes and medals will be given out. Money is earmarked to keep class sizes small and make sure our specialty classes continue. You will be able to donate online.
 - (c) Auction: Lisa Corr is chairing the auction. She is very creative and taking it a different direction, we are looking forward to see what she comes up with. We’re going to try to earn as much without spending as much. If you want to join her, let Scott Williams know. Probably will be held around the end of May, a Saturday night, an adult night.
 - (d) Free Dress Coupons: the WCS Board had concerns; Vivienne Nolan is addressing the concerns.
 - (i) Original idea with changes, second a “free dress day extravaganza” competition by class.
 - (ii) She will update the proposal and present it in written form to the WCS Board.
- 4) Parent Participation & Hospitality/Community Building Report
- (a) Had coffee socials for different grade levels, thank you to Bella Bru and It’s A Grind for coffee, and Jenn Morris for coordinating food. We’d like to have more, anyone want to head up the hospitality team and coordinate coffee and food for these things and town hall meetings?
 - (b) Last day to turn in hours for 1st trimester is October 30.
 - (c) We still need Community Service liaison to work with student council. Thank you Maria Solis for volunteering!
 - (d) Need someone for safety fair.

- (e) Tracy Roman is in charge of staff appreciation. Will be two weeks after October break. Will have a waffle bar/breakfast. Also would like a paper drive to get reams of paper for teachers.
 - (f) No FNO currently scheduled.
 - (g) Vivienne Nolan will do Coats for Kids.
- 5) Community Service Report – none.

II) ITEMS SCHEDULED FOR ACTION:

5 minutes introduction
 10 minutes for discussion/questions

A. Approve WAVE minutes for August 17, 2009

Motion: Scott Williams	Action: Passed
Second: Paul Hobie	Vote: 5 Yes; 0 No; 0 Abstain

B. Approve 2009-2010 WAVE Budget

Motion: Scott Williams	Action: Passed
Second: Paul Hobie	Vote: 5 Yes; 0 No; 0 Abstain

2009-2010 Budget:

- See form, we have backup for all of it.
- Will get PP and Auction budgets later.

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

- A) Flyer Approval Procedure. When we have flyers to distribute, we don't have any official procedure to get it approved.
- 1) Must go through WAVE, someone on WAVE must approve. Please do not use emails for other purposes.
 - 2) We'll put a policy together, and put it online. We will update policies and procedures with how flyers get distributed.

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

- A) Melissa Meng – NNTMA – walking school bus and safety fair.
- 1) Idea of a walking school bus, for families too far to walk or bike directly from home, can meet at a drop-off location. Reduces congestion and unsafe conditions. Would like a Walking Wednesday, with drop-off by Walgreen's. Have designated school volunteers to walk the children. Sign-up sheet, commitment to coordinate walking volunteers, arrive 30-45 minutes in advance and walk children to school.
 - 2) Walk to school day – October 14th. Is an international event, in 43 countries around the world.
 - 3) Regional safe routes to school conference for parents & administrators, a free one-day conference for sharing regional knowledge about walking and riding safely.

B) Safety Fair

- 1) In the works, will open up to the community as a community building event. May have NNTMA for helmet fitting and bike safety, Dr. Saladin, local safety officers for car seat checks, fitness for kids, a community safety/awareness day. Fingerprinting and DNA sampling, fire safety (station 30). A few parents here are police officers specializing in seatbelt safety; they may be able to help.
- 2) We need someone to help put this together, spread the word! We're open to the date, depending on who leads it. Perhaps after Christmas when kids get new bikes.

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

- A) Wish List Items. WAVE buys stuff with our extra money unused reserves. Teacher's lounge supplies, supply money for teachers, clear coat on mural, membership to teacher supply warehouse – we use extra WAVE money for the school. Aimee Wells supplies a wish list - a laminator, because ours does not work. Walkie talkies for instructional aides – so office knows kids are coming in. Would like 6.

VI) ADJORNMENT

The meeting was adjourned at _____ 7:49PM _____.