

# W.A.V.E. MEETING

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

## MEETING AGENDA

**October 19, 2009**

6:30 p.m.

3800 Del Paso Road  
Sacramento, CA 95834  
BASE Room

### D) OPENING

A) CALL TO ORDER : PAUL HOBIE 6:31PM

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>  x  </u>	<u>      </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) Good evening, I'm pleased to report this evening to the WAVE. This past month has been very busy here at WCS. Many things have been accomplished and are in the works to be accomplished.
- (b) The Great Golf Ball Race and Golf Tournament were fantastic successes. So many people participated in both of the events and much support was given to the school in recognition of our students and financially as well.
- (c) We held our monthly character trait assembly and we learned about Respect
- (d) We held our first Walk to School Wednesday last week with 49 initial walkers – this week we are planning for more – many thanks to our Walking School Bus Volunteers and Melissa Meng, our coordinator from the NNTMA
- (e) In January of 2010, we will need many volunteers to assist us in a community outreach for new enrollment. You'll hear more at our WAVE meeting next month.
- (f) Finally, Kate Burwinkel and I have worked on a prioritized Wish List for the WAVE carry-over funds last year. We'd love to share that with you at

- your convenience.
- 2) Treasurer's Report
    - (a) See online reports for income and expenses.
    - (b) First of three checks given to Mr. Capp, in the amount of \$14,485.02.
  - 3) Fundraising Report
    - (a) Lisa Corr – Auction Chair. Lisa and her team have been brainstorming on ideas that require less effort than the auction, with more income. Lisa and Michelle Ellis met with the Four Points hotel owner, decided on February 14<sup>th</sup> (Sunday) to kick off our week off. The event will be Prom Night 1988 – a fun, zany prom – with pictures, flowers, DJ, dinner & dancing. Hoping to make money on ticket sales. It will be advertised as a Four Points event to benefit WCS with major publicity leading up to the event. Would like tickets out by Thanksgiving, huge push after winter break. Will be good rates on rooms, many families can walk too. The banquet room holds 600 people. They use outside caterers, so we are not guaranteed free food, but they will work with us. Would like beer, wine, and maybe sangria. Will not be an auction, is a nice night out. Move buy-in parties to the International Festival. Will give each family two tickets and ask them to sell them. Maybe \$80 for one, \$150 for two tickets, and possibly a discount for a third teacher ticket. The WAVE Board requests a business plan/budget from Lisa.
    - (b) Golf tournament: net income expected to be over \$14,000. Great job!
    - (c) Olympic Triathlon: Friday, October 30<sup>th</sup>. We want everyone to realize that we want everyone to participate, no matter how small. Spare change helps! This is important to keep class sizes small. We will be on TV the day before. Stephanie Cruz's crew will be here for some pre-Olympic trials on the obstacle course. Donation Day is every Thursday, and on Friday the kids find out which class raised the most money for the week. Each class will fill in rings on their classroom door for more friendly competition. We have raised over \$5,800 in the first two weeks. We are taking signups for volunteers; need a total of 42 volunteers at the event.
  - 4) Parent Participation & Hospitality/Community Building Report
    - (a) Parent hours are due 10/30. Turn in your hours to the WAVE office or email.
    - (b) Staff appreciation breakfast was today, they had waffles.
    - (c) Wednesday is FNO at Jamba Juice, 6am – 9:30pm.
  - 5) Community Service Report – student council is busy with red ribbon week.

**II) ITEMS SCHEDULED FOR ACTION:**

5 minutes introduction  
 10 minutes for discussion/questions

A. Approve WAVE minutes for September 21, 2009

Motion: Scott Williams	Action: Passed
Second: Karen Bartells	Vote: 5 Yes; 0 No; 0 Abstain

B. Approve Wish List Items

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

- Need to leave some reserves to support 5<sup>th</sup> grade field trip and things that come up.
- We'd like to hear what the school used the money for.
- Scott Williams moved to approve a donation from reserves of \$4,000 to the school, to be used toward wish list items, and purchases to be reported back to WAVE.
- WAVE will pay directly.

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

- A) Dr. Saladin – Halloween candy buyback. Will email out flyers. Battle of the Schools buyback – November 2 and 3, 10am – 5pm, kids can come by and bring candy. They give \$2/pound to the student and \$2/pound to the school that wins. Usually give \$500 - \$1000 per school. On website, under Community and Candy Buyback, can see pictures from previous years.
- B) Melissa Meng from NNTMA: International Walk to School had a great turnout despite the weather. Walking School bus went from Walgreen's shopping center with parent volunteers, and kids got a raffle ticket and pencil or pencil sharpener at the school. Hoping for more successful walk to school days on Wednesdays.
- 1) Want 3-4 parent volunteers to walk kids and help count kids on 7 walking Wednesdays between now and end of year. Melissa passed around a sign up sheet. Commitment is from 7:50am until you get to school.
  - 2) Volunteers get a bright vest to wear.
  - 3) Ideas: punch cards for when kids walk, after a certain number of punches, kids earn prizes (and NNTMA can track participation). Can do a flyer to tell families about punch cards.

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

- A) Newsletter items due Thursday.
- B) We need someone to coordinate Raley's Quality of Life and other programs. It does not appear to be on the website, and we need to publicize.
- C) Website could be used more, more information could be on there
- D) Tomorrow night – hosting Odyssey of the Mind parent information meeting from 6-7pm, a dessert meeting to hear r about it

**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 \_\_\_\_\_ 8:23PM \_\_\_\_\_.