

# W.A.V.E. MEETING

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

## MEETING AGENDA

**December 14, 2009**

7:00 p.m.

3800 Del Paso Road  
Sacramento, CA 95834  
BASE Room

### I) OPENING

A) CALL TO ORDER : SCOTT WILLIAMS 7:10PM

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

present absent

1.	Paul Hobie, President (arrived at 7:35pm)	<u>  x  </u>	<u>      </u>
2.	Scott Williams, VP Business Affairs	<u>  x  </u>	<u>      </u>
3.	Julie Westberg, VP Parent Participation (left at 8:33pm)	<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 (given by Kate Burwinkel): We received good feedback from tour of local middle school, Leading Edge. Our students were behind in math facts, we're working on that now. Mostly our kids were ready for middle school compared to other kids in the district. Leading Edge is most rigorous, so we're aiming for that. Question: Is there a test for summer intervention? There is an exam; several of our students took the math exam. Last year's group struggled according to STAR testing; we're working on making connection across the grades. We need more automaticity skills with math facts. We're strong in language arts, only lacking in math. We do have a new math program, and getting good feedback from the new program. And we're using intervention and accelerated math this year.

### II) ITEMS SCHEDULED FOR ACTION:

5 minutes introduction

10 minutes for discussion/questions

- A. Approve WAVE minutes for November 16, 2009

Motion: Emily Chan Second: Julie Westberg	Action: Passed Vote: 4 Yes; 0 No; 0 Abstain
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**B. Approve Prom Budget**

Motion: Paul Hobie Second: Emily Chan	Action: Passed Vote: 4 Yes; 0 No; 1 Abstain
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Discussion: Scott Williams is the budget committee. Overall the prom responsibilities are divided up by committee. Have TV spot lined up, with Mr. Capp on the roof, working on radio spot. We'll have two Four Points weeks. All advertising is covered. Looking for sponsors, \$100 - \$250 sponsorships. We should send a letter home to parents. They're also working on childcare. Gross: \$38,000 goal. We are catering ourselves, had hoped to get food donated, but that isn't coming through. Only thing to be purchased is drinks. Two drink tickets maybe given. Limo service donated for 3 hours. Buy tickets by 12/15 for free limo transportation. Expenses approximate \$12K. Auction this year may be incorporated into the International fest. Net income approx. \$11,700. Will look into accepting PayPal. Will invite Natomas Board Members.

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

- A) Outreach program – Cliff Blakely:
  - 1) Board voted to grant district a 30-day extension, since Dr. Davies just came on board, and superintendant gives recommendation to the board, so he needs to be familiar with the issues.
  - 2) January 13 we on for discussion at district board. February is up for action. Cliff and Mr. Capp are working on the MOU and actual charter. There will be questions from the trustees, and they will question us about the outreach. Will question us on Hispanic and Title I students. We are lower than the district average. Some trustees would like some action in these areas.
  - 3) Board approved an outreach program in S. Natomas and N. Natomas, North of Natomas Park. This is accelerated so that it will be started before the meeting. Will be at grocery store La Superior, have contacted SaveMart. Have approval from property manager. Have contacted DD's Discounts and Tiny Tots at Natomas Community Center. District has a school readiness program (preschool) that Christine Smith is in charge of. Cliff will speak there. Has been some pushback, but we have a foot in the door there. Would like a parent to go with him.
  - 4) What is district looking for? Would like us to have diversity, and show up in low income areas. District averages 50% Title 1, we have just over 20%.

- 5) Would like a lot of parent participation – not just board members. Would like this to happen in the next 4 weeks before up for discussion.
  - 6) Have a flier on our website in English and Spanish to equip parents and verbal message – make sure parents in the community know that we're a regular public school. We are district-wide and anyone can and should apply. Would be nice if parents from outside of Westlake helped get this message out, especially people who speak Spanish. At table, will have English, Spanish fliers and applications.
  - 7) Have a meeting with parents to give them the message, want set protocol with what we say and what we hand out. We have tables and a banner.
  - 8) Will have sign-ups through room parents. Cliff will come up with some dates.
  - 9) Wants WAVE to assist and help with dates (after Christmas).
  - 10) Want parents aware of these dates and the importance of these dates. Haven't decided how big of a crowd we want there, may depend on other issues coming up at that meeting. But parents should be aware.
  - 11) Cliff will organize, we will provide the volunteers.
- B) Parent watch group and campus security:
- 1) Asked local N. Sac police to help us put together a parent watch group. Had Cap Hahn, Officer Sweeney, and community service officer Curt McCray, along with Scott, Cliff, Scott D., and Kate. They agreed a parent watch group is a successful way to help – once, twice, or every half hour, it is an effective way to help. We have very little police presence here.
  - 2) Suggestions: security company upgrades to patrol, and we will put together a group of parents.
  - 3) Also, we will be getting cameras for protecting our children (Scott D.), but we can also use those for security purposes. Policy is child safety, not security, but we have no cameras. They have identified 7-8 locations where you'd see everyone entering the campus. Will get 7-8 cameras by February that will show restrooms (and computer lab) and will be motion-activated low resolution cameras with overlapping coverage. Work pretty good in low light.
  - 4) WAVE Board to consider installing motion lights, near cameras, so we have lights.
  - 5) The district is in the process of making sure windows are alarmed, and motion detectors are in. Also they're working on fire alarms that are shorting out.
  - 6) Will do a workshop next week for random patrols and a proper watch group. Would like a group by the end of the week. Get a Connect Ed out; meeting will be Monday at 6pm. Have flashlight and cell phone with 7-digit police number programmed in.
  - 7) Walk the campus in random orders. Will have a gate up hopefully before the break. We'll coordinate with NP3 too. Have signs that we are under surveillance.
  - 8) 548-9292 Scott Dosick to cover the school. Have Connect Ed and Room

parent email.

C) USE Credit Union Bank Day – we’re going to do it.

1) \$10 to open, then no minimum.

2) Every \$10 deposited gets a stamp, every 10 stamps get \$10 gift card, 5 per year.

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

A) Floodlights – these will be installed ASAP.

**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 \_\_\_\_\_ 8:37PM \_\_\_\_\_.