

W.A.V.E. MEETING

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

MEETING AGENDA

August 3, 2009

6:30 p.m.

3800 Del Paso Road
Sacramento, CA 95834
BASE Room

I. OPENING

- A. CALL TO ORDER : PAUL HOBIE 6:35PM
- B. ROLL CALL AND ESTABLISHMENT OF QUORUM (3 MINUTES)
- present absent**
- | | |
|--|--------------------|
| 1. Paul Hobie, President | <u> X </u> _____ |
| 2. Scott Williams, VP Business Affairs | <u> X </u> _____ |
| 3. Julie Westberg, VP Parent Participation | <u> X </u> _____ |
| 4. Emily Chan, Treasurer | <u> X </u> _____ |
| 5. Karen Bartells, Secretary | <u> X </u> _____ |

C. REPORTS

5 minutes per team for presentation

5 minutes for discussion/questions per topic

1. Principal's Report
 - a. Last week on July 27th, we began our Summer Intervention program. We have two full classes of Math and two full classes of Reading. We are anticipating a great time of accelerated learning and readiness for our students. Just as a reminder, the intervention classes were offered to those students that scored at the Far Below Basic and Below Basic on the recent NWEA testing. On August 7th, our summer Intervention Classes will conclude and with school starting five days later, it is our belief that the classes will give those children attending an added boost to their beginning of the year transition.
 - b. Our BASE program began last week with new leadership. We have hired Debbie Wilson as Caroline Cathey's replacement. As you probably know, Caroline has accepted a 5th grade position here at Westlake. Mrs. Wilson comes to us with both elementary and middle school teaching experience at a local private school. She is excited to be our new BASE coordinator

- and part of the WCS family.
- c. We're working with Ed2Net on enrichment on-line tutoring for our accelerated students for two 45-minute sessions per week in Language Arts or Math. We will also offer an after school art program as well as hands-on science program. Later this month on August 26th at 6:30pm our band teacher will be speaking to our fifth grade parents about our upcoming band program. These programs will be monitored by our BASE program, they are fee based and will begin in the fall. <http://www.ed2netlearning.com>.
 - d. Class lists will be posted on the front of the office on August 7th and on our website. Don't forget that on August 11th at 11am to noon we'll host our Parent-Student Drop-in to meet the teachers. School begins at 8:30am Wednesday, August 12. Kinder classes are shortened for August 12, 13, and 14 until 11:30am for parent orientation conferences.
 - e. The computers that were purchased in the spring have been imaged, and placed into the classrooms. The keyboards for the computers are on order and should arrive shortly. We are all very grateful for the work that WAVE has done to make those computers a reality.
2. Treasurer's Report
 - a. We have received a request to post treasurer's reports on line, we will do that.
 - b. We need to update passwords on PayPal and online accounts, and delete past officers and add new officers.
 - c. Emily would like budgets subject to approval to be submitted one week prior to the WAVE meeting.
 3. Fundraising Report
 - a. We need parent participation for our golf tournament, information on that to come out later.
 - b. The Olympic Triathlon will be held in October, no meetings have been held yet.
 4. Parent Participation & Hospitality/Community Building Report
 5. Community Service Report
 - a. Need a job description for the Community Service Liaison. We would like to see a change from last year, it got overwhelming. Recycling takes children out of class for too much time, and it is a lot of work for parents to sort it all and recycle it. We would like to focus on things that don't take time away from school or our other fundraising projects. Lanie Holmer and Emily Chan will work on a job description.
 - b.

II. ITEMS SCHEDULED FOR ACTION:

5 minutes introduction
10 minutes for discussion/questions

A. Approve WAVE minutes for June 2009

Motion: Scott Williams	Action: 5 Yes; 0 No; 0 Abstained
Second: Emily Chan	Vote: Passed

B. Approve golf tournament budget

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

- a. Cost to play golf is higher, food costs are lower. Dinner will be a buffet. Drink budget includes only alcohol, we will try to get soda donated. We will consider cutting trophies for sponsors; possibly donate a book to our library in their honor instead.
- b. We have \$10,000 of sponsors committed, and have collected \$3,000.
- c. We may have a package of a mulligan, drink ticket, and raffle ticket.

III. ITEMS SCHEDULED FOR INFORMATION/DISCUSSION/UPDATE

10 minutes discussion for each item

A. T-shirts

- a. Julie Westberg has set up zazzle.com for spirit wear. Anyone can order, company has a good return policy and prompt service. We can set up items and limit colors. It will not be our Friday shirt, but will be spirit wear. Does not require inventory. She will investigate further.

B. Auction

- a. We need a committee. We did not rehire Jack, the auctioneer. We will have a silent auction, and may have a live auction as well. We would love to have a guest MC, or perhaps Scott Williams and Paul Hobie can host.
- b. We'd like a smaller venue and sell it out, rather than a larger venue.
- c. Discussed alternatives – crab feed, spaghetti feed, appetizers and drinks.
- d. Let Scott Williams know if you want to help, or know someone who does.

IV. ITEMS UNSCHEDULED FOR DISCUSSION

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

- A. 4th Major fundraiser: with budget cuts, we may need to raise more money for the school. Ideas: fireworks booth, wine/beer tasting. It might help if we were raising for a specific budget item (i.e. Spanish teacher or a band)
- B. Thank you Thursdays: will cut down, will not be weekly.
- C. WAVE Board will produce a parent guidebook, to be handed out at the town hall meeting in September.

- D. Box Tops for Education will now be Box Tops for Books. Funds raised through box tops will go to purchasing library books.
- E. Newsletter may be online this year.

V. FUTURE AGENDA ITEMS

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

- A. T-shirts
- B. Grant Committee
- C. Dr. Saladin – fundraiser presentation

VI. ADJORNMENT

The meeting was adjourned at _____7:53_____.