

# W.A.V.E.

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

## Meeting Minutes for March 18, 2008

### Call to order: Peggy

Peggy McAllister called to order 6:37 pm

### I. Roll call

#### Officers

X Peggy McAllister, President  
X Brenda Lee, Vice President  
X Lana Lucas, Treasurer  
X Tracy Roman, Secretary

#### Team Leaders

\_Laila Cifolleli, Parent Participation Team Leader  
X Danielle Steuben, Community Bldg/Hospitality Team Leader  
\_Jen Short, \_\_\_\_\_(Available)  
X Cynthia Ortiz, Community Service Team Leader

### II. Approval of minutes from February Meeting: Tracy

Scott Williams motioned to approve February 08 minutes. Peggy McAllister 2<sup>nd</sup>. All Approved.

### III. WAVE Business

#### A. WAVE Elections Update: Karen Bartells

No nominations have been received. Deadline will be moved from Monday after Spring Break to a week later.

#### B. Treasurer's Report – Lana

Taxes were completed in Feb. 08. Peggy McAllister move to accept financial report. Brenda Lee 2<sup>nd</sup>. All approved.

#### C. ACTION ITEM: Auction Team brings recommendation regarding purchase of auction software program

Auction Pay software and program can be purchased and used for other fundraisers however Lisa Corr suggested that we wait to make that decision until later when the BF committee could participate in the on-line presentation. The Auction committee recommended that we go with a local auction company for just a one year commitment. The company will help with both silent and live auction. They charge a 10% of earnings fee with a minimum of \$3500.00. We would need to rent the sales machines at \$495.00 and 1.75% for each credit card payment. Fundraising team will get contracts and schedule a time to meet with Peggy for signature.

### IV. Team Reports:

#### A. Fundraising Team: Tracy Roman for Art Auction, June 7<sup>th</sup>

Thank you to Scott Williams for helping to find a beautiful location for the Auction and the site will be donated. Committee is moving forward with getting donations and food vendors.

#### B. Hospitality/Community Building Team: Danielle Steuben

- Family Night Out at *Una Mas* Wednesday, March 19<sup>th</sup>

Make sure to bring flyer

- Best Buy Reception following, honoring \$10,000 grant reward to WCS through Ms Burwinkel

7-9 pm there will be a reception at Best Buy on 3/19 to honor the teachers that won grants.

This Thursday will be a "Thank you" Thursday and the teachers will receive an ice cream social.

- PJ/Game Night, April 18<sup>th</sup>

6 – 8:30 in WCS multipurpose room. Dannielle will send out emails tomorrow to give families more information. This will be a free event for families.

C. International Festival, May 17<sup>th</sup>: Cathy Nanni

We will have parent sponsored booths, passports for the kids, performance stage, cake walk, bounce house and the event will run from 11 – 2. Each class room will have assignments for areas that they responsible for getting parent volunteers.

D. Community Service Team: Cynthia Ortiz

- Creek Clean Up, April 26<sup>th</sup>

A list of what we should wear and bring will be sent home prior to April 26. Sign ups are still welcome. Sheets are on the web site. Currently there are about 45 people signed up. There is also a map quest link on the web sited to see where our creek is located and the after party.

E. Communications Team: Jude Hansen

- Introducing our school's new website look!

Jude will be continuing to add things to the new web site.

F. Parent Participation Team: Laila Cifolleli

Hours for second trimester are due by Thursday March 20. Letters will go home to let families know where they are in the 30 hour commitment. The board will also be given the information so they can work with Christine Smith and the families to help them find ways to get their volunteer time completed.

V. **Principles Report: Christine Smith**

Principle's report included the second trimester breakdown of how WAVE spends funds were spent. The school would like to hire a second full time Spanish teacher and a curriculum advisor but only has the budget to 1.75 people. Christine Smith has requested to be allowed for next school year only to use a portion of the 85% WAVE gives to the school to cover the .25 people @ a cost of approximately \$17,000.00.

VI. **New Business:**

**ACTION ITEM: Jolene Skats got another quote for potential spirit store items. Her new contact is willing to get samples for each of the items at approximately \$300.00. Jolene will write a proposal of what she recommends and provide it at the April 2008 meeting.**

VII. **Adjournment to Team Meetings: Peggy**

Peggy McAllister motioned to adjourn at 8:12 pm

All approved.