



3800 Del Paso Road
Sacramento, CA 95834
Phone 916-567-5760

1985 Pebblewood Drive
Sacramento, CA 95833
Phone: 916-928-3987

Westlake Charter School 2017-18 School Application Grades K – 8

Westlake Charter School Enrollment Application Process

Please note: State law requires incoming Kindergarten students to be 5 years old on or before September 1, 2017

Description of the Program

Westlake Charter School prepares students with the skills necessary for life-long learning by providing a physically and emotionally safe learning environment that supports academic risk-taking, invites student participation, and structures cooperative learning experiences. Our unique and innovative program offers students a well-rounded, balanced educational experience that includes foreign language acquisition, a focus on the arts, and an understanding and appreciation of diversity. Westlake Charter's thematic and project-based curriculum is integrated into all areas of our program, which helps build competencies necessary to be a productive member of our global community.

Statement of Non-Discrimination

WCS will not discriminate on the basis of race, ethnicity, gender, national origin, religion, disability, or any other class protected by state or federal law or local ordinance in the administration of its programs, admissions policies, and all other operations.

Tuition Fee

The Charter School is a tuition free public school.

Non-Sectarian

The Charter School is non-sectarian in its programs, admission policies, employment practices, and all other operations.

Enrollment in Other District Schools

No student shall have any right to enrollment in another school or program of the Natomas Unified School District by virtue of their enrollment in the Charter School.

Open Application Period

Applications will be accepted beginning **Thursday, December 1, 2016 and must be completed and returned in person (please see times and locations below) to either WCS office by 3:00 P.M. on Tuesday January 31, 2017. No late applications will be accepted.** Please note that each child is to have one application on file by the due date and time. Multiple births (e.g. twins) must each have their own application and each will be handled separately like any other sibling.

You must deliver your application to one of the following WCS offices:

Westlake Charter School, 3800 Del Paso Road: Mon - Fri 8:30 am – 4:00 pm

Westlake Charter School, 1985 Pebblewood Drive: Mon - Fri 8:00 am – 3:30 pm

The offices will be closed from December 16, 2016 through January 2, 2017

Enrollment Packet

Enrollment packets will be available immediately following the Public Random Drawing on **Monday, March 6, 2017**. The enrollment packet requests further information about the student and documentation of information provided in this application (i.e. birth certificate, immunizations, medical information).

The Enrollment packet MUST be completed and returned to the WCS office with all required documentation by 3:00 P.M. on Friday, April 28, 2017 in order to secure the student's enrollment in WCS. Enrollment will be forfeited if the completed packet is not received by the deadline. There will be no exceptions to this deadline.

Public Random Drawing

The Charter School shall admit all pupils who wish to attend the school subject to its capacity. If the number of pupils who wish to attend the school, exceeds the school's capacity at any grade level, enrollment shall be determined by public random drawing in accordance with the enrollment preferences discussed on page 2 of this application packet. **The Public Random Drawing will be held Monday, March 6, 2017 at 5:30 p.m.** at Westlake Charter School, 3800 Del Paso Road. The public is welcome to attend; your presence is not required. **Please make alternative arrangements for your children, there is no childcare available.**



Lottery results will be posted to our website on Friday, March 10, 2017. No results will be given over the phone.

Important Dates & FAQ's

Q. When does the enrollment period begin?

A. Our enrollment period begins on December 1, 2016 with the release of our lottery applications. Lottery applications are available in both campus offices or by going to www.joinwestlake.com during the lottery application period. Completed lottery applications are due on or before January 31, 2017. Please refer to the lottery application for additional important information.

Q. What information is required for the lottery application?

A. To apply for the lottery, no information is required other than a completed lottery application.

Q. Can I mail or fax my lottery application in?

A. No. We require all applications to be returned in person so that we may give you the lottery number for your student. This lottery number also serves as your confirmation.

Q. Can I take a tour of the campus?

A. We will have an open campus observation day on January 19, 2017 on our Del Paso campus. There are 2 tour times: 9:00 am and 12:00 pm. Each guided tour takes approximately 1 hour. No appointment is necessary. **Please make arrangements for childcare for your children as this is a parent only observation.** We will have a middle school info night on Jan 19, 2017 and a student shadow day on Feb 10, 2017 for interested 5th - 8th grade families at our Pebblewood campus.

Q. What is the age requirement for enrollment for kindergarten?

A. State law requires that incoming kindergarten students are 5 years of age **on or before September 1, 2017**. We will not accept any lottery applications for students who don't meet the state requirement.

Q. When is the lottery?

A. The lottery is scheduled for 5:30 pm on March 6, 2017. The lottery will be held at 3800 Del Paso Road, Sacramento, CA 95834. The lottery is open to the public, however **children are not allowed**. You do not need to be present.

Q. If we are not able to attend the lottery how do we find out if our number is chosen?

A. Lottery results will be posted on Friday, March 10, 2017. We will post the results on our website and at both campuses. **We will not give results over the phone.**

Q. How many openings will you have in the lottery?

A. The only known openings will be 105 in kindergarten. For all other classes we will draw numbers for the 2017-18 waitlists. Should an opening become available, we will contact families in order of the waitlist number. Each family is given 24 hours to accept enrollment before we move to the next family on the waitlist.

Q. Can I put my child on the waitlist?

A. Once our lottery is complete and waitlists are generated, we can add students to the waitlist in the order that the request(s) are received.

Q. Can I volunteer or make a financial donation to the school to increase my student's chances in the lottery?

A. You are always welcome to volunteer at Westlake Charter School and to participate in any community or fundraising event. However, it is illegal for us to accept volunteer time or financial contributions in exchange for lottery preference.

PLEASE CIRCLE ONE**Student's legal name as printed on birth certificate:**

Last

First

Middle

Birth Date

Address where student resides:

Street

Apt #

City

Zip Code

MULTIPLE STUDENTS FROM SAME HOUSEHOLD

If there is another student who resides in the same home and is in the same grade level as the applicant, who is also filing an Enrollment Application to Westlake Charter School (e.g. twins), please write the name(s) here:

ENROLLMENT PREFERENCES SURVEY

Currently enrolled students who will be moving up into the next grade-level will be automatically re-enrolled. Preferences in the public random drawing shall be extended as provided for by law and in the approved charter as follows:

1. Children of Founders²
2. Children in a family, who meet the federal school guidelines for economic support known as "Title One" or "Free or Reduced Lunch" subsidy **AND** the parents or chief guardians are NOT graduates of a four-year college or university (this preference shall apply to a maximum of 20% of total grade-level enrollment.)
3. Siblings of currently enrolled students
4. Children of Westlake Charter School employees/children or grandchildren of WCS board of director members
5. District residents
6. Students from the prior year wait list

Does your student qualify for any of the above preferences in the public random drawing? PLEASE CHECK YES OR NO FOR EACH CATEGORY:

- | | | |
|---|------------------------------|-----------------------------|
| 1. Child of Founding Parent ² (see footnote for explanation): _____ | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 2. Mom graduated from a four-year college or university | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 3. Dad graduated from a four-year college or university | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 4. Family qualifies under income guidelines for Free and Reduced Lunch Subsidy according to the attached chart (p.4): | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 5. Siblings of students who are currently enrolled in WCS: _____ | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 6. Children of Westlake Charter School employees: _____ | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 7. Natomas Unified School District (NUSD) Residents:
Current school _____ | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 8. Students from the 2016-17 WCS wait list: | <input type="checkbox"/> YES | <input type="checkbox"/> NO |

² For purposes of this Preference, "Founders" is defined as any family who donated at least 50 hours of volunteer time to the creation of the charter prior to June 15, 2005. There is no "Founder" status for Westlake Charter Middle School.

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WCS Family Commitment:

Please be aware that if your child is enrolled in Westlake Charter School, each family commits to volunteering thirty hours per year to help support the school. If your child is admitted to WCS for the 2017-18 school year, you will receive a comprehensive list of volunteer opportunities available for earning hours. In addition, you will be required to sign a Parent/Student Handbook and Behavior Acknowledgement which will describe in more detail Westlake Charter School's expectations of students, parents, and the school.

I have read, understand and agree with the family commitment expectations. _____(initial)

WCS Uniform Policy/Dress Code:

WCS strictly enforces its uniform policy and dress code. Any free dress days will be clearly noted on the school calendar. If a child comes to school dressed out of compliance with the uniform policy or dress code, their parent will be notified. For a full list of WCS approved uniform apparel, please visit the Westlake Charter School website (www.westlakecharter.com).

I have read, understand and agree with the WCS Uniform Policy/Dress Code expectations. _____(initial)

Enrollment Packet

The enrollment packet MUST be completed and returned to the WCS office with all required documentation by **3:00 P.M. on Friday, April 28, 2017** in order to secure the student's enrollment in WCS. Enrollment will be forfeited if the enrollment packet is not received by the deadline. **There will be no exceptions to this deadline.**

I have read and understand the enrollment packet deadline information as stated above. _____(initial)

Contact List

Should WCS not be able to offer enrollment to my student, I am interested in hearing from other high quality charter schools in the area.

I agree to the sharing of my contact information. _____(initial)

By signing below, I agree that all of the information provided above is accurate and truthful to the best of my knowledge and belief.

Signed under penalty of perjury under the laws of the State of California. By signing, I understand that if any of the information contained herein is determined to be false, this application will be considered void.

PARENT/GUARDIAN INFORMATION: (Please list in order of contact priority)

1. _____
Parent/Guardian Name Email Address

Home Phone Cell Phone

2. _____
Parent/Guardian Name Email Address

Home Phone Cell Phone

Parent/Guardian Signature

Date

Parent/Guardian Signature

Date

**Income Eligibility Guidelines for Free and Reduced-Price Meals or Free Milk in Child Nutrition Programs
 (Effective from July 1, 2016 to June 30, 2017)**

Households with income at or below the following levels may be eligible for free and reduced-price meals or free milk. The Household Size and Income Eligibility Guideline charts below have been prepared in a format that allows you to copy and paste them into the Media Release and Letter to Households.

National School Lunch and School Breakfast Programs:

- **Both the Free and Reduced-Price Eligibility Scales** must appear in the **Public Media Release**.
- **Only the Reduced-Price Eligibility Scale** must appear in the **Letter to Households**.

Milk Sponsors:

- **Only the Free Eligibility Scale** must appear in the annual **Public Media Release** and **Letter to Households** for **Special Milk Program** participants that offer free milk to income-eligible students.

Free and Reduced-Price Scales

Household size	Free Eligibility Scale for Lunch, Breakfast, and Milk					Reduced-Price Eligibility Scale for Lunch and Breakfast				
	Year	Month	Twice Per Month	Every Two Weeks	Week	Year	Month	Twice Per Month	Every Two Weeks	Week
1	\$ 15,444	\$ 1,287	\$ 644	\$ 594	\$ 297	\$ 21,978	\$ 1,832	\$ 916	\$ 846	\$ 423
2	20,826	1,736	868	801	401	29,637	2,470	1,235	1,140	570
3	26,208	2,184	1,092	1,008	504	37,296	3,108	1,554	1,435	718
4	31,590	2,633	1,317	1,215	608	44,955	3,747	1,874	1,730	865
5	36,972	3,081	1,541	1,422	711	52,614	4,385	2,193	2,024	1,012
6	42,354	3,530	1,765	1,629	815	60,273	5,023	2,512	2,319	1,160
7	47,749	3,980	1,990	1,837	919	67,951	5,663	2,832	2,614	1,307
8	53,157	4,430	2,215	2,045	1,023	75,647	6,304	3,152	2,910	1,455
For each additional family member, add:										
	\$ 5,408	\$ 451	\$ 226	\$ 208	\$ 104	\$ 7,696	\$ 642	\$ 321	\$ 296	\$ 148

- Household is synonymous with family and means a group of related or unrelated individuals who are not residents of an institution or boarding house, but who are living as one economic unit sharing housing and all significant income and expenses. This scale does not apply to households that receive CalFresh (formerly Food Stamps), Food Distribution Program on Indian Reservations (FDPIR) benefits, or children who are recipients of California Work Opportunity and Responsibility to Kids Program (CalWORKs). Those children are automatically eligible for free meal benefits.