

# Making Waves Academy School Site Council Minutes

Minutes, Thursday, November 14th, 2019 at 6:30 PM - 8:00 PM Upper School Library - Building 3

## Purpose of the School Site Council

The purpose of the School Site Council (SSC) is intended to be a consultation, recommending, and oversight body for the Local Control Accountability Plan (LCAP). The SSC also obtains recommendations for, and review of, the proposed Single Plan for School Achievement (SPSA) from all school advisory committees. The SSC represents all stakeholders of the school community to get their input. The school Directors, teachers, other school personnel, parents and students (secondary level) make up this group. Their primary responsibility is to help identify school-wide priority goals and to assist the leadership team in establishing a plan to achieve the goals.<sup>1</sup>

## Making Waves Academy Mission Statement

Making Waves commits to rigorously and holistically preparing students to gain acceptance to and graduate from college to ultimately become valuable contributors to the workforce and their communities.

## Making Waves Academy Core Values

Community, Resilience, Respect, Responsibility and Scholarship

## Agenda (refreshments to be provided)

1. Call to Order - 6:41pm
2. Roll Call - 11 present

First Name	Last Name	Representing	Division	Start Term	End Term	Attendance
Patricia	Alberto	Parent - Parliamentarian	US	4/11/19	4/11/20	A
Lucy	Alfaro	Parent	MS	3/7/19	3/7/21	P
Claudia	Ayala	Student	US	11/8/18	10/12/20	P
Tela	Caul	Teacher - Secretary	US	2/8/18	2/8/20	P
Cindy	Barton	Staff	US	2/11/16	2/28/18	P
Ka'Dijah	Brown	SSC President	MS	12/08/16	12/31/18	P
Benjamin	Arizmendi-Calvert	Teacher	US	2/7/19	2/7/21	P
Jon	Siapno	US Leader	US			P
Monica	Cervantes	ELAC President	US	11/9/17	11/9/19	A
Angela	Garay	Staff	MS	2/11/16	2/28/18	P
Jhojan	Gutierrez	Student	US	11/8/18	11/9/20	P
Tania	Norzagaray	Student	US	11/8/18	11/8/20	A
Maria	Ortega	Student	US	11/8/18	11/8/20	P

<sup>1</sup> Bylaws, Article I

# Making Waves Academy School Site Council Minutes

Minutes, Thursday, November 14th, 2019 at 6:30 PM - 8:00 PM Upper School Library - Building 3

Jesus	Perez	Parent	MS	3/7/19	3/7/20	P
Carmen	Ruiz-Hernandez	Parent	US	4/11/19	4/11/21	A
Evangelia	Ward-Jackson	Director <sup>2</sup>	MS	9/13/14		P
Latiphony	Wells	Teacher	MS	3/7/19	3/7/21	P
Johnathan	Wright	Teacher	MS	3/7/19	3/7/21	P

A quorum was present: yes **X** no    

### 3. Introduction Board of Directors Members Present, If Any – Public Comment (10 minutes)

*Anyone may address the School Site Council on any item that is within the School Site Council's subject matter jurisdiction. However, the School Site Council may not take action on any item not on this agenda except as authorized by Government Code section 54954.2.*

*Anyone may appear at the School Site Council meeting to report on and item. If possible, notify the School Site Council Chair or Secretary in writing prior to the meeting if you wish to give a report.*

- Yabar
  - Announcing parent-guardian representatives for each grade level announced
- Mr. Marquez: Father of Natalie Marquez in the middle school (wave 24)
  - Will not go through the line because won't be on time to pick up children from other school
  - Walk up to the school to pick up children; parking on Richmond Parkway
  - Middle school kids are crossing Richmond Parkway not in crosswalk
    - Dangerous because they are young and are all over the place
  - Wants a safe place to pick up his daughter
  - Ms. Martinez: trying to have all parents and guardians go through the loop because safety is a priority; trying to minimize students walking off campus to cross street or parents coming onto campus; congestions for other parents following the process
    - Unfortunately right now we are asking all parents to follow this protocol; can talk after meeting; also can talk with director of operations who is in this space
    - Working with MWA Foundation to address the door that is open to the parkway
  - K. Brown: pointed out Mr. Bennett
    - How can we create dialog with parents and other community members?
- C. Ayala: Question about the 11th grade advisor (Mr. Acavedo)
  - Why did he leave?
  - It is important for her to understand why there is no advisor at present
  - Very important to be guided and supported at this age
    - K. Brown: has been some changes around our school community; perhaps we could host an open session with all stakeholders
      - Why members leave the community cannot be shared broadly
  - J. Siapno: US leadership is aware of this situation and we are working to interview; most important is supervision

---

<sup>2</sup> Non-voting member

# Making Waves Academy School Site Council Minutes

Minutes, Thursday, November 14th, 2019 at 6:30 PM - 8:00 PM Upper School Library - Building 3

---

- C. Ayala: Comment around shooting in Southern California occurring today
  - Wondering how much faculty can search students? How far can the privacy be invaded?
  - Brings her daughter to school, but some parents do not have that luxury
  - Concerned about the violence in schools
- Ms. Hernandez: says the campus is beautiful, big and innovative
  - Kids are not safe and it is very open
  - No one questions why she is here when walking around campus
  - Needs a gate around middle school basketball court
  - Likes that the kids are in a college setting, but there is a lot of flack in terms of security
  - Money that the school is receiving needs to hire more staff
  - E. Ward-Jackson: we share the same concerns you are expressing
    - Working hard and collaborating in partnership with operations manager
    - Operations director has systems in place
      - All hands on deck with teachers and staff and central office during arrival, breaks, lunch and dismissal
    - We are seeking parent volunteers to help with supervision duties

## 4. Approval of Minutes for October (5 minutes) K. Brown

- J. Wright - motion to approve the october minutes
  - i. J. Gutierrez - second the motion
  - ii. 11 vote yes, motion carries
- J. Gutierrez - motion to approve moving WASC stakeholder feedback session to a later session
  - i. L. Wells: seconds the motion
  - ii. Unreadiness: B. Calvert - unsure about the reason of this movement; needs to be addressed
    - 1. K. Brown: we will address during good of the order
  - iii. 1 oppose, 1 abstention, 9 approve

## 5. Progress Update: ELD/ELAC (20 minutes) Garcia

- Giving overview on ELD, the ELPAC exam and the ELAC committee
- Goals for EL Students:
  - i. Reclassify 100% of all ELD Middle School students by the end of 8th grade

## Making Waves Academy School Site Council Minutes

Minutes, Thursday, November 14th, 2019 at 6:30 PM - 8:00 PM Upper School Library - Building 3

---

- ii. Reclassify 100% of all US ELD students that have passed ELPAC
- Action plan:
  - i. Support teachers to build content specific language to gain proficiency in English with full access to core day content
  - ii. Collaborate with teachers using data to identify and build instructional systems supports
- Demographic data 19-20
  - i. 24% of MWA student body is ELD
    - 1. Majority in Middle School (196)
      - a. 49 students in Upper School
  - ii. At MWA, 19% of our ELD students are long term English learners (more than 5 years)
  - iii. 55% of students are already reclassified students at all of MWA
- Long Term English Learners: LTEL
  - i. Need support with academic English
- Reclassification rates:
  - i. 13% of ELs have been reclassified from 2018-2019 academic year
    - 1. In WCCUSD, 12% students were reclassified
- ELD Support in Middle School - DTI
  - i. Each grade level has a teacher
- ELD Support in Marlin Hour
  - i. One teacher for 9th/10th, one for 11th/12th
- MWA
  - i. all teachers have received ELD training
  - ii. incorporating standards and strategies in daily plans

## **Making Waves Academy School Site Council Minutes**

Minutes, Thursday, November 14th, 2019 at 6:30 PM - 8:00 PM Upper School Library - Building 3

---

- iii. ongoing support and coaching
- iv. LEXIA used in ELD classes for additional support
- MS
  - i. DTI - teachers using strategies that focus on the domains of the ELPAC
  - ii. Reading and academic discourse are embedded in classroom routines
- Criteria to reclassify in MWA
  - i. Proficiency on the ELPAC (score of 4)
  - ii. Basic skills
  - iii. Teacher recommendation
  - iv. Parent consent
- ELPAC
  - i. English Language Proficiency Assessments for California
  - ii. Tests:
    - 1. Listening
    - 2. Speaking
    - 3. Reading
    - 4. Writing
  - iii. Replaced CELDT
  - iv. Updates this year:
    - 1. Computer based for all domains
    - 2. Teachers will support speaking ELPAC testing
    - 3. scale of scores continued to be redefined by state
- Majority of level one students are in 5th grade
  - i. Goal is to have students raise one level up at least
  - ii. Takes 5-7 years to develop a language

## Making Waves Academy School Site Council Minutes

Minutes, Thursday, November 14th, 2019 at 6:30 PM - 8:00 PM Upper School Library - Building 3

---

1. We want to see improvement
  - ELAC
    - i. English Learner Advisory Committee
    - ii. Voted on ELAC members
    - iii. Focused on advising and recommending
    - iv. Give data and attendance updates
    - v. Space for advice from participants
  - Ms. Barrerra - ELAC President
    - i. Parent involvement is very important in these meetings
      1. The ones that do show up made many recommendations
        - a. One of the recommendations to the teachers is to give a guide for students to use to practice academic vocabulary to practice at home with their families
        - b. Could reading be assigned outside of class to have better scores on their ELPAC?
        - c. More tutoring support
        - d. Parents would like to take a practice test on the computer to see all of the challenges; want to interact with and better understand what their kids are going through
          - i. Different tool to support them at home
        - e. Recommends that stakeholders send reminders or letters to those who do not show up to meetings how important it is that they attend to learn of upcoming meetings and events
          - i. Need notifications

## Making Waves Academy School Site Council Minutes

Minutes, Thursday, November 14th, 2019 at 6:30 PM - 8:00 PM Upper School Library - Building 3

---

- f. Teacher aid in ELD classrooms to support so teachers can focus more on students who need additional assistance
          - i. Wants to see that teachers have support to best support the student needs
- ELAC Attendance
  - i. 43 parents in most recent meeting (11/2) in comparison with 22 on 9/10 and 22 on 10/8
- ELAC Calendar
  - i. Meetings in Upper School Library
    - 1. 1/7
    - 2. 2/4
    - 3. 3/3
  - ii. Ceremony
    - 1. 5/12
- Aurelio Garcia: ELD Coordinator
  - i. [agarcia@mwacademy.org](mailto:agarcia@mwacademy.org)
  - ii. MS1 Rm 115
- K. Brown: How are we supporting to assist families at home to help our students pass the ELPAC?
  - i. A. Garcia: We do work to understand the different criterias
    - 1. Dive deeper into all of the domains and talk about the score report
    - 2. ELA standards given to students/parents
    - 3. Tracker for student progress toward reclassification
      - a. Planned to be updated quarterly (per each STAR reading test)

## Making Waves Academy School Site Council Minutes

Minutes, Thursday, November 14th, 2019 at 6:30 PM - 8:00 PM Upper School Library - Building 3

---

- K. Brown: How are we messaging the importance and value of biliteracy and being bilingual?
  - i. A. Garcia: Talking to parents about this; want to get seal of biliteracy but will take some work
  - ii. J. Siapno: SAT Subject Tests; Spanish language with listening exam; had to purchase CD players; worked with Spanish department to identify students who wanted to take the AP exam without taking the course and have had passing rates
  - iii. B. Calvert: Is there school-wide language to shift the terminology from English Language Learners to Bilingual students? There is an unintentional deficit mindset.
    - 1. A. Garcia: Reframing the discussion. We have to reframe and shift how we speak about our ELs.
      - a. Something we can work on in alignment with obtaining the bilingual seal
    - 2. E. Ward-Jackson: as a public school, we must take the nomenclature that is adopted
      - a. B. Calvert: an opportunity for MWA to take a stand
    - 3. K. Brown: similar shifts have occurred with “at risk” students reclassified as “at promise” students
    - 4. L. Wells: already celebrating culture and language in core classes
- L. Alfaro: Where are the students that have recently been reclassified in our data?
  - i. A. Garcia: We track progress for 3 years after reclassification
    - 1. typically reclassified students are doing well in their classes with language no longer a barrier



## **Making Waves Academy School Site Council Minutes**

Minutes, Thursday, November 14th, 2019 at 6:30 PM - 8:00 PM Upper School Library - Building 3

---

### **6. WASC Self-Study Progress Report - Presentation of revised goals, actions and**

**services** (15 min) E. Martinez

- Presenting to inform on progress in WASC
- WASC = Western Association of Schools and Colleges
  - i. Ongoing six-year cycle of quality where students demonstrate capacity, commitment and competence to support high-quality learning
- Core Questions:
  - i. Who are our students?
  - ii. How well are they doing?
- WASC Self-Study Report Progress
  - i. On track for our self-study thanks to staff and faculty
- Timeline
  - i. WASC Visit March 2020
  - ii. See slides for timeline visual
- Merging our LCAP goals with our WASC goals
  - i. Measurable outcomes - metrics to track progress
  - ii. Actions
- Draft Goals:
  - i. Support for all learners
    - 1. develop and refine vertically aligned programs to support all learners
  - ii. College and career readiness
    - 1. refine holistic support for college and career readiness that build all students; capacity for graduation and success beyond high school
  - iii. Diversity, equity and inclusion

## Making Waves Academy School Site Council Minutes

Minutes, Thursday, November 14th, 2019 at 6:30 PM - 8:00 PM Upper School Library - Building 3

---

1. create a safe, inclusive and high performing environment for all students and that informed through the lens of diversity, equity and inclusion
  - iv. These goals will last us 6 years; the way that we measure these goals and the actions we take to achieve them will change annually
- Elizabeth Martinez: [emartinez@mwacademy.org](mailto:emartinez@mwacademy.org)
  - J. Gutierrez: students having trouble with communication through WASC process. Changes in meetings that were not explained to students in advance. Not feeling in the loop.
    - i. E. Martinez: What is the best way to tell students?
      1. J. Gutierrez: Email

### 7. LCAP/WASC Stakeholder Feedback Session (30 min) MWA Community

- Postponed until a later meeting

### 8. Good of the Order (5 min)

- K. Brown: Only SSC members may participate in this section.
  - i. Ms. Fernandes given the space to share in place of K. Brown time
    1. Parents want to understand more about reclassification
    2. Wants to know how to work more as a team
      - a. Believes it is through good communication; wants to send flyers to all parents to collaborate with teachers, students, staff and whole community
    3. Good when we know each other and share heart-to-heart
    4. This is a good start; how can we improve and work together to move on; meeting monthly
- J. Gutierrez: addressing privacy concerns
  - i. teachers and staff need reasons for searching; need probable cause

## **Making Waves Academy School Site Council Minutes**

Minutes, Thursday, November 14th, 2019 at 6:30 PM - 8:00 PM Upper School Library - Building 3

---

- ii. E. Ward-Jackson: trainings and protocols we do follow to ensure student safety
    - 1. Make request to invite Mr. Bennett for a presentation (8-10 minutes) to SSC
- J. Gutierrez: allocating money for increased security around campus; parents and students are having concerns about safety; advocating for more security
- J. Gutierrez: also supports recommendations by ELAC
- L. Alfaro: concerns around budget
  - i. Comments from parents curious for study trips abroad
  - ii. E. Ward-Jackson: planning first out of state trip
    - 1. Want teachers on board for an international trip plan; need to get out of state first
    - 2. Parents will hear update on trip to Washington D.C. at next parent meeting (December)
- L. Alfaro: question from parents around possibility of letter to inform how to become a board member
  - i. E. Ward-Jackson: answer has been sent out; will be forwarded to secretary to send out
- L. Alfaro: parents want to know if there is a substitute in classes
- L. Alfaro: lack of Chromebooks is a concern; kids might get behind on school work; curious what is being done about that?
  - i. E. Martinez: We have a lack of loaners (given out for a day); students who check them out have not been returning them; we cannot continue to purchase more and more Chromebooks; working with leadership to get technology back; asking parents to support students in returning what was lent to them
- C. Ayala: adding on to the lack of teachers; no English 2 teacher

## Making Waves Academy School Site Council Minutes

Minutes, Thursday, November 14th, 2019 at 6:30 PM - 8:00 PM Upper School Library - Building 3

---

- i. All sophomores that don't have a teacher; long term if there is no replacement, are those students going to have to come in during summer to make up that work?
  - ii. J. Siapno: one report is how school does in providing access to broad range of study and make to sure they are A-G approved; delivering curriculum that is approved; sophomores are working on lessons developed by Mendez and delivered by substitutes; does fulfill requirements based on the state; working to hire a teacher in that class and are committed to filling that position as soon as possible
  - iii. B. Calvert: also stepping in to help her plan that because taught English 2 last year; search is continuing and someone will be in there to the best of their ability; lessons and units need to be something; Ms. Mendez is also grading the student work and has a higher level of certification and is being supported by US English department
- o J. Gutierrez: Thanking Mr. Calvert and other teachers for stepping up to help with the needs of the campus; students are expressing that they don't get adequate learning because of teacher retention problems; wants the school to hire teachers that can be there for years to come; WASC was concerned about the levels of personnel leaving during the WASC reports
  - i. Is there any way for students to be a part of the board?
    - 1. E. Ward-Jackson: current bylaws do not allow it
      - a. SSC reports to board; this is the place for student voice
    - 2. E. Martinez: board agendas and minutes can be found online
- o L. Wells: does the lack of teachers impact accreditation?

## **Making Waves Academy School Site Council Minutes**

Minutes, Thursday, November 14th, 2019 at 6:30 PM - 8:00 PM Upper School Library - Building 3

---

- i. E. Ward-Jackson: as long as the curriculum is moving forward, our accreditation can't be hindered by that; takes into account that there is a teacher shortage
  - o C. Ayala: also wanted to note about Caigoy's departure and what compliance will look like the remainder of the year; how do we make sure we have a great visit in March?
  - o E. Martinez:
    - i. Caigoy has departed; Martinez has taken on the role of WASC
      - 1. Population is missing that needs more information
    - ii. Stakeholder feedback session
      - 1. Want to cast a wide net if possible; in talking to Dr. Ward-Jackson, felt that didn't cast a wide enough net
      - 2. In the spirit of casting a wide net
      - 3. E. Martinez made the decision to reschedule
        - a. Asked operations to send message to families and staff; did receive SchoolMint communication
      - 4. J. Gutierrez: when will this happen?
        - a. E. Martinez: wants to host during next SSC meeting
- o T. Caul - wanted to share concern with the last-minute change and the discomfort with having no option to hold the meeting on this date; feeling as if there was not an option to say no to the change
  - i. E. Ward-Jackson: wanted to ensure transparency to invite all stakeholders equitably
  - ii. E. Martinez: it was the former director of compliance who should have sent out this information
- o B. Calvert: wants to discuss ongoing office hours with site council reps; collect and bring to the event with all of the things going on

## **Making Waves Academy School Site Council Minutes**

Minutes, Thursday, November 14th, 2019 at 6:30 PM - 8:00 PM Upper School Library - Building 3

---

- K. Brown: agendaize office hours for next meeting for discussion. Caul and Brown will collaborate to organize.
  - i. Will get creative about times for teachers, students and parents
- K. Brown: wants to encourage using the meeting times on the calendar; no Saturday meetings
- C. Ayala: admiring Ms. Caul for taking on the secretary role; encouraging we start on time and send the correct location; need to stay on time and on track; need to respect the time we are designated
- L. Alfaro: parent concerns
  - i. when will the board members change?
    - 1. E. Ward-Jackson: will forward email from Ms. Martinez to secretary to send out to all SSC members
  - ii. Chain of command: parents do not know where to go with questions / concerns
    - 1. Invite parents to show who to go to
    - 2. E. Ward-Jackson: talked with deans about creating a flow chart
- E. Ward-Jackson: appreciation to SSC members for being advocate; powerful to see teachers advocate for colleagues; students work for peers even not in grade levels; we don't often leave the space with definitive answers, but minutes are being captured
- Time is 8:51 and meeting is adjourned