



4102 St. Joseph Road, New Albany IN 47150 812.948.1000 phone 812.948.0441 fax

Thank you for your interest in Community Montessori. We congratulate you for embarking on a journey to locate the best possible educational option for your family. As you explore Community Montessori, please know that we value and welcome any thoughts or questions you may have; we are here to help support your decision process.

Community Montessori was founded in 1998 on a vision to bring more outstanding educational options to our community. We are a non-profit, 501(c)3 educational organization, governed by a Board of community leaders. In August 2002 we became an independent Charter Public School, sponsored by Ball State University. We are not affiliated with any other school corporations.

We believe that Community Montessori can be for every child/teen, but may not be for every family. A working relationship between staff and family is expected, and our Parent Partner Commitment Forms detail those expectations. Community Montessori programs utilize a yearlong educational approach that integrates home, school, summer and other enrichment in a natural, holistic way. A positive integrated relationship is essential for mutual understanding and to provide continuity between home and school.

The following items are included in the attached packet:

- ♦ Brochure
- ♦ Statement of Fees
- ♦ Belief Statements (General or Teen specific)
- ♦ Parent Partner Commitment Form **or** Family Commitment to Teen and Teen's Commitment Form
- ♦ Graduation Requirements (Teen's Program only)
- ♦ Charter School Lottery and Admission Information (Charter only)
- ♦ Application for specific program

All applicants to the Charter School Program must complete the application process by the **first Friday in December**.

This application process has three steps:

1. **Print and complete the Application.**
2. **Print and complete the Parent Partner Commitment Form OR the Family Commitment to Teen and Teen Commitment Forms**, as applicable to your program.
3. **Attend an Observation, return all completed forms, complete the Family Communication Form and pay the application fee, if applicable to your program.** Observations are geared towards adults and for this reason, families usually do not attend with their child. If you are enrolling in the teen's program, please have your teen attend with you. The Family Communication Form is only available at the Observation.

If there are more applications than spaces available for a specific level in the Charter School Program, a lottery will be conducted. Please see the Charter School Lottery and Admission Information for more details. Three and four year olds are not a part of the Charter Program, and are enrolled on a first come basis, without the possibility of a lottery.

If you have any questions please visit our website at www.shiningminds.com or contact Glenn Fondren, Family Liaison, at 812-948-1000 ext. 1102 or gfondren@shiningminds.com.

We value, welcome and celebrate a diverse population. We do not discriminate based on race, color, creed, national or ethnic origin, gender, income or disability.

Who We Are and What We Do



Community Montessori can be for every child, but may not be for every family. We offer a comprehensive educational approach that is centered around each individual learner and partnering in his/her continued growth in connecting knowledge for lifelong learning. Under guidance, children and teens learn by making discoveries and asking questions, all the while cultivating concentration, motivation, self-discipline, and a love of learning.

Our beliefs about learning are progressive and based on current research about how we learn and conceptualize new information. Families should not choose Community Montessori as an educational option if they are looking for a “quick fix” or are interested in outsourcing education. Families that commit to being involved in learning, modeling that learning happens all the time and every-

Early Education (including “kindergarten”) Children ages three through six come together in this home-like environment to learn by interacting with one another and educational materials. They are guided in this process by caring adults with extensive training in early childhood development. Content is presented on an individual basis upon readiness with a focus on independence, concentration, coordination, and a sense of order. We also offer a Birth to 3 Year Old program at The Community Nurtury.

Elementary Program (“1st - 6th grade”) Compassionate educators support children ages six through twelve in creating dynamic learning environments in which they feel empowered to engage in endless content areas based on their interests. The day includes a combina-

tion of child-led and adult directed activities to encourage ownership and a sense of community.

Teen’s Program (“7th - 12th grade”) Our adolescent program is an atmosphere of mutual respect between adults and teens based on the understanding that we all have something to teach one another and something to learn from one another. Our environment develops independence, fosters social responsibility, and promotes valorization. This program hopes to promote a more peaceful, cooperative, ecologically-minded world through the teen/advisor relationship, integrated seminars, lessons, and community internships. Because of the unique nature of our Teen’s Program, teens cannot apply after their “10th grade” year.



How to decide if our school is right for your family

Visit our website at
www.shiningminds.com

Review our Belief Statements
and Family Commitments

Attend an observation
on Wednesdays
September - May @ 9:00am

Ask questions!

Other Opportunities

Technology

Our goal is to integrate technology as it becomes developmentally appropriate. Google Apps for Education allows for collaborative technology usage throughout our building. Our 9-14 year olds have cooperative access to Chromebooks and our 14-18 years olds have a 1:1 access.

Enrichment Programs

Theater, sign language, dodge ball and cooking are just a few examples of additional programs available.

Extended Learning

We offer before and after school care for working families to support our same philosophy during an extended day option, 7:30am-5:30pm.





Respecting Children - Engaging Families - Encouraging Thoughts - Embracing the Community

Community Montessori gives children an environment that respects all people and ideas. We also give families a vehicle to learn cooperatively, have fun, and promote peace with their children. As a school family we continue to expand our minds and use this knowledge to make an impact on our community.

Maria Montessori



Maria Montessori was nominated for the Nobel Peace Prize three times. She dedicated her life to creating an optimum growth environment for children. She discovered that by creating an environment where children were provided with materials suited to their "sensitive periods" of development, they could grow immensely in multiple areas. She discovered by focusing on the whole child/teen, learning is supported in a respectful and natural way.

Community Montessori Charter Public School has no religious affiliation.



Enrollment Information

- 3 and 4 year olds are enrolled on a first-come basis, with preference given to full-day applicants (tuition based program).
- "Kindergarteners" through "10th graders" can apply September through the 1st Friday in December. If there are more applications than spaces, a lottery is held in February.



What is a Charter School?

Community Montessori was founded on a passion to bring more school options to our community that are tuition free and centered around respect for each learner and understanding their individual strengths.

We are a free public school choice for any family that resides in Indiana. Sponsored by Ball State University, we are innovative and accountable for the success of each of the learners we serve.

Community Montessori Charter Public School

4102 St. Joseph Road

New Albany, IN 47150

www.shiningminds.com

Phone: 812.948.1000 Fax: 812.948.0441

E-mail: gfondren@shiningminds.com

A Committed Staff!



CHARTER SCHOOL ADMISSION APPLICATION

Community Montessori – for School Year 2019-20



Please return this form to: Community Montessori, 4102 St. Joseph Road, New Albany IN 47150
Phone 812-948-1000 Fax 812-948-0441

Although CM does not use “grade” levels, due to State record keeping requirements, we do enroll learners according to “grade”.

Program Applying To: *Circle one.*

***Early- Entry Kindergarten (tuition will be applied)**

*Kindergarten 1st 2nd 3rd 4th 5th 6th 7th 8th 9th **10th

**Your child must be 5 by August 1, to be enrolled for tuition-free enrollment.*

***We do not enroll new learners after their “10th grade” year.*

Child/Teen Information

Child/Teen's Name: _____
Last First Full Middle Current Grade Level (18-19): _____

Date of Birth: _____
MM DD YYYY

Age of child on August 1, 2019: _____

Gender: Male Female
Transgendered youth may select the
Gender with which they identify.

Has this learner previously attended Community Montessori? Yes No

Sibling(s) currently enrolled in our Charter School Program: _____

Parent/Guardian Information

Name: _____ Relation to Child: _____ Custodial Parent?: Y N

Address: _____ City/St/Zip: _____

Home Phone: () _____ Work Phone: () _____

Cell Phone: () _____

E-mail Address: _____

IMPORTANT NOTE: The application process must be completed by the first Friday in December. This includes completion of the application and observation, including Family Communication and Parent and/or Teen Commitment forms.

Observations are held every Wednesday at 9:00 am from September through May. (Other times can be arranged by appointment.)

You will be notified by the last week of January of either your child's acceptance or participation in the lottery. If you have any questions about the application process or have not heard from us regarding your child's placement, please call our office at 812-948-1000. If a lottery is necessary, it will be scheduled during February with enrollment taking place in March. Lottery results should be posted within 24-48 hours to our website, www.shiningminds.com.

Signature of Parent/Guardian

Date

Signature of Parent/Guardian

Date



OFFICE USE ONLY: Date Received: _____ Date Observ. Completed: _____ LOTTERY NO: _____

Rev. 7/10/2018

Our school endeavors to be more than ordinary, to provide all of its learners with a valuable and life-long education that extends far beyond the confines of the school walls, with the belief that learning occurs all the time and everywhere. We believe education can be both theoretical and practical, and that it does encompass moral, emotional, and social learning in addition to standard academics. We endeavor to establish relationships between adults and teens based on mutual respect and understanding. Following the Montessori philosophy, we set forth several goals:

- **Learning.** We define learning as a life-long process and expect genuine commitment to each learning construct: intellectual, ethical, emotional, social, aesthetic, creative, wellness, and “school success.”
- **Community.** We strive to build a strong school community, but also to prepare learners to be valuable citizens in the larger sense of the civic and political society beyond the school walls.
- **Best Work.** We appreciate the effort it takes to be successful in both school and life, and we expect learners to do their best work, even under difficult circumstances.
- **Respect.** Human beings have different lifestyles, opinions, and beliefs, and we strive to understand and respect these differences rather than passing judgment based on our own personal belief system.

Each Community Montessori teen learner accepts more and more responsibility as he or she grows and matures. We cannot achieve our lofty goals without a solid and genuine commitment from each learner, and so, before beginning the school year, he or she makes these important promises:

1. **The promise to build community.** Teens agree not to form exclusive social groups. We strive to build a collaborative learning community in which everyone has something special to offer the group as a whole. This means that each teen must feel safe and welcome when communicating with any individual in the studio or with the entire group at large. Each teen promises to build an inclusive and open school community.
2. **The promise to abide by the principle of respect - self, others, and the environment.** Teens will agree to show respect for self in attitude, language, and personal appearance. We make a commitment to value, respect and understand one another as individuals. Learners at Community Montessori promise to resist the urge to pass judgment on others, and, on the contrary, promise to strive to act in such a way that demonstrates a genuine respect for the unique personal qualities and beliefs of others. Teens work diligently to bring any concerns/problems directly to the person they need to speak to without participating in gossip or hearsay. Teens are expected to treat all aspects of the environment with care, grace and courtesy. Teens will leave all materials and shared spaces beautiful and well prepared.
3. **The promise to allot at least five to seven hours during the week for the completion of meaningful work at home.** Each Community Montessori learner is expected to work hard at meeting (and possibly exceeding) educational challenges, which requires serious work inside and outside of school.
4. **The promise to participate in unique learning opportunities offered at Community Montessori with a positive and enthusiastic attitude.** Learners at Community Montessori understand that overnight trips and other community building activities, are examples of requirements unique to this school that serve to fulfill Maria Montessori’s vision of learning beyond the classroom. Community Montessori learners are expected to participate in preparation activities as well as actual events, which may extend beyond the regular school day into evenings and/or weekends.
5. **The promise to be on time and support wellness.** Teens are expected to be on time daily (8:20a), and ready for the day’s activities. That includes making your own lunches and caring for your own health needs. Teens should budget, plan, and prepare snack 1-2 times throughout the year that will adhere to the snack guidelines of the Family Handbook.

By affixing my signature, I attest that I understand and agree to the aforementioned promises of this contract.

Teen Signature

Date



Family Commitment to Teens and Teen's Program

Our school endeavors to be more than the ordinary, to provide all of its learners with a valuable and life-long education that extends far beyond the confines of the school walls, with the belief that learning occurs all the time and everywhere. We believe education can be both theoretical and practical, and that it does encompass moral, emotional, and social learning in addition to standard academics. We endeavor to establish relationships between adults and teens based on mutual respect and understanding. Following the Montessori philosophy, we set forth several goals:

- **Learning.** We define learning as a life-long process and expect genuine commitment to each learning construct: intellectual, ethical, emotional, social, aesthetic, creative, wellness, and “school success.”
- **Community.** We strive to build a strong school community, but also to prepare learners to be valuable citizens in the larger sense of the civic and political society beyond the school walls.
- **Best Work.** We appreciate the effort it takes to be successful in both school and life, and we expect learners to do their best work, even under difficult circumstances.
- **Respect.** Human beings have different lifestyles, opinions, and beliefs, and we endeavor to understand and respect these differences rather than passing judgment based on our own personal belief system.

*As family members of teens who are overwhelmed by so many possibilities, you have a long, tedious, yet rewarding, road ahead. In committing to the below promises, you also commit to helping your teen in reaching his/her full potential. **Please check the box next to each commitment you are fulfilling consistently.***

- ☐ **We will remain open-minded.** Our teen will at times return home with ideas that may challenge the values or concepts that are encouraged by the family. By being involved, we strive to remain open-minded and encourage big life questions as well as consider those questions from our teen's perspective. Our teen will challenge values or aspects of home life that have never been challenged before and may bring to his/her family ideas that may never have occurred before; we will allow our teen to bring these issues to the family for discussion in a respectful way. If we are concerned or have questions, we will go directly to his/her studio advisor and not adhere to gossip or hearsay.
- ☐ **We will encourage problem-solving.** Teens experience a variety of life situations as they grow. We will encourage our teen to try to solve those situations for him or herself. This is especially important in securing an Internship location. During this stage of growth in an adolescent's life, teens also tend to share their perception of situations at school; we will encourage our teen to direct any questions or concerns directly to his or her studio advisor before intervening on his or her behalf.
- ☐ **We will encourage consistent attendance and wellness.** Attendance and timeliness is crucial for each teen in fulfilling his/her learning objectives for the year and in being successful at school. We will assure that our teen is on time daily (by 8:20 am) and we will communicate any necessary absence due to illness by 8:00am each morning. Absence Waivers will be discussed and approved by Advisors prior to any absences. We will also assure that **our teen** prepares and packs a healthy lunch daily and budgets/plans the snack for his/her studio (adhering to the snack guidelines in the Family Handbook). Both of these activities should be completed independently.
- ☐ **We will set examples.** Many times through the year our teen will be asked to include family for work@home or to complete other activities. We will strive to help our teen complete those activities and encourage further discussion of school situations at home. As a family member, we will remain supportive of our teen and his/her commitment to learning (ie. attendance on camping trips, supporting internships.) We will assure work is completed consistently at home and we read all communications to support that process. We will support knowing our teen's goals and projects by reviewing these sheets at home or school **every week**. By committing **10+ hours** of time or talent to the school and advisors, we will show an example of leadership, consistency and caring to our teen.
- ☐ **We will participate in goal setting.** Teens are expected to set reasonable goals for both personal and intellectual growth. As his/her family, we will help to achieve these goals in any way that we can. We will support continual growth by reviewing these goals with our teen on a frequent basis. We will work toward a non-corrective interaction with our teen and try to utilize natural and logical consequences in discipline to be more consistent with the Community Montessori philosophy.
- ☐ **We will attend our teen's important events.** Teen level workshops designed for parents and teens should be attended annually as well as other valuable PIP workshops throughout the year. We will attend all **four** Parent Partner Conferences to collaborate and design plans and goals to assure our teen stays on track for graduation.
- ☐ **We will respect prepared work.** At this level of learning it is essential to nourish creativity and confidence. Therefore, we will respectfully refrain from changing (corrections and/or criticisms) any work presented to us by our teen and instead utilize collaborative conversation. By allowing creative freedom, we foster confidence within each teen seeing how truly powerful their work is. Teens commit to doing their best work; if they have in fact done their best work, their growth will become apparent.
- ☐ **We will honor Community Montessori's regular parent commitments.** We will read and abide by all guidelines and policies of Community Montessori. We will communicate to the staff any pertinent information pertaining to the teen or family.

By affixing my signature, I attest that I understand and agree to the aforementioned promises of this contract. We will strive to be a role model of responsibility and caring about learning so our teen can reach his/her full potential of a successful adult.

Signature of Parent/Guardian

Date

Signature of Parent/Guardian

Date

Core 40 Diploma Requirements

Other Diploma types - Academic Honors, Technical Honors, and General Diploma

Teens will develop course credit goals at the end/beginning of each academic year to support Core 40 and college admission requirements as well as career goals. Courses will be completed by approved academic sequences such as: seminars, lessons, distance learning, directed studies, online learning, college courses, and internship learning plans. Advisors (studio-specific teachers) in collaboration with Teen Transition support staff, will work with advisors/teens to craft personalized coursework that matches career college goals. A graduation pathway will also be determined and supported in this plan.

English/Language Arts—8 credits: Must include literature, composition, and speech.

Math—6 credits: Algebra 1, Algebra 2/Analytical Algebra 2, Geometry

Note: Learners must take a Quantitative Reasoning Course each year in "High School"

Science—6 credits: Earth Space, Biology 1, Chemistry 1 or Physics 1 or Integrated Chemistry-Physics,

Social Studies—6 credits: US History, US Government, Economics, World History/Civilization
or Geography/History of the World

Directed Electives—5 credits: World Language, Fine Arts, CTE Concentrator courses including Foundations for Life Courses: Adult Roles and Responsibilities, Preparing for College and Careers, Interpersonal Relationships.

Physical Education—2 credits

Health and Wellness—1 credit

Electives—6 credits

Integrated Portfolio Requirements

To support teens in a comprehensive education, integrated portfolio projects allow teens to use personal interests/passions in community integrated opportunities within courses or through independent projects. Through collaboration with teen teaching staff, teen and family, teens will obtain real-life experience in adult-like situations to further build skills in transitioning to college and/or career.

Community Integration – Through Philanthropy and Governmental Exploration, teens will attain a deeper understanding of their community and their requirements as a citizen of their city, state, nation, and the world.

Career Investigations – Through Internships (beginning at age 16) and Entrepreneurial activities, teens will build career concepts and further explore who they want to be as an adult.

Personal Intensives – Through a Capstone project and a Second Language Inclusive or Wellness Initiative, teens will build knowledge and increase tolerance by developing projects that promote depth in learning.



Teen's Program Graduation Requirements

Community Integration

Philanthropy — Give teens a broader concept of “giving back” to their community in a planned and purposeful way. After identifying community needs and reflecting on personal passions and interests, teens will create a group or independent project that makes an impact in our community. The project will be supported through the Adult Roles and Responsibilities course or through an advisor-approved independent project.

Governmental Exploration — Through an in-depth exploration of a particular governmental topic, teens will gain knowledge of their role in our local, state, or federal government. Teens will either complete a culminating project as a part of their government coursework or have an independent project approved by their advisor.

Career Investigations

Internships — This learning opportunity will support teens (16 years old and up) in gaining insight in career and interest-oriented fields. Teens will gain responsibilities in time management, work ethic, cooperation, and introspective career study. This real-world application will support purposeful learning and experiences through setting goals and participating in evaluations by their intern supervisor. With the support of advisors, support staff, and families, teens will complete four internships during their last two years at CM.

Entrepreneurial activity — Through either coursework in Economics or an independent project approved by their Advisor, teens will develop skills which apply to purposeful, realistic, and relevant components of running a business. By defining a need and developing and implementing a business plan, teens will develop an overall understanding of entrepreneurial activities.

Culminating Personal Intensive

Capstone — In their final year at CM, teens will plan a personal, comprehensive project related to their human growth that is approved by their advisor. They will present this project during the Spring exhibition of their senior year.

Personal Intensives

CHOOSE ONE OF THE FOLLOWING:

Second Language Inclusive — Teens that choose to study a second language at CM can either plan their final project within their coursework or complete an independent project approved by their advisory. After completing two years of a language, they will create a culminating project to share what they have learned.

Wellness Initiative — Teens will design a wellness initiative to further enhance life-long fitness, nutrition, or health.

- Teens will choose a topic of interest within the above framework to further track or research.
- Teens will lead lessons, seminars, or create learning tools from their Advisor-approved project.



Charter School Admission & Lottery Information

CHARTER SCHOOL APPLICATION PROCESS

1. Receive an application and fill it out in its entirety.
2. Return your completed application by the first Friday in December. (A lottery number will be assigned to each application, in the case of a lottery admission.)
3. Attend an observation/orientation meeting September to November (Wednesdays at 9 am) to make sure our program is consistent with your family's beliefs and philosophy concerning education. Families that observe after the first Friday in December will be added to the waiting list in the order their application is received.
4. Complete the Family Communication Form and Parent Partner Commitment Form or Teen Commitment Forms.
5. Currently enrolled 4 year olds applying to "Kindergarten" will be given preference for "Kindergarten", but must still complete the application process with the exception of the observation, which was already completed upon their entrance into the Early Education program.
6. Applications received after the first Friday in December will be enrolled if spaces are available, or will be added to the waiting list after the lottery (when applicable) has taken place.
7. If your child is identified for enrollment, either if spaces are available or through the lottery process, you will receive an Enrollment Packet by mail prior to enrollment.
8. Complete the enrollment process in April.

CHARTER SCHOOL LOTTERY PROCESS (when necessary)

1. The Lottery will be conducted in February, if applicable, at Community Montessori.
2. The lottery will be overseen by an independent accountant.
3. The lottery is a public meeting and you are welcome to attend. The date and time of the lottery will be posted at the school by January 28th.
4. If there are more applicants than spaces available in a given grade level, a lottery will be held for that grade level.
5. Any child who currently attends Community Montessori, as a charter school learner, will not be subject to the lottery, with the exception of "Kindergarteners", because there may potentially be more "kindergarteners" that apply than there are spaces available for "first grade". Current Community Montessori "Kindergarteners" will be given preference over outside applicants to "first grade".
6. Children of the school's founders, governing body members and charter school employees will be given preference in the lottery and for enrollment.
7. Currently enrolled Early Education children will get preference in the Kindergarten lottery
8. Children with a sibling already enrolled at Community Montessori will be automatically enrolled, unless there are more siblings than spaces available. In that event, siblings will lottery as a separate group.
9. If a sibling is chosen in the lottery, all other siblings will be given preference if spaces are available, or will have their position on the wait list adjusted accordingly.
10. The lottery drawing will rotate in choosing applicants for each applicable grade level. When a lottery is warranted, names will be drawn one grade level at a time from "10th grade" to "Kindergarten", including Early Entry Kindergarten, as applicable. Besides the preferences above, each grade could potentially consist of 3 separate lottery rounds. They are as follows:
 1. Siblings of learners who are enrolled at Community Montessori for the current school year.
 2. Siblings of newly-accepted learners from a higher grade level.
 3. Non-siblings.
11. Lottery results should be posted within 24 to 48 hours to our website: www.shiningminds.com.



PROGRAMS AND FEES 2019-20

Material Fees and Deposits for all programs are due at enrollment in April.

See back for more information regarding fees and policies.

Charter School	Teen's Program	Ages 12-18 ('Grades 7-12'). 8:20 am to 2:50 pm.	\$270 Material Fee \$40 Technology Fee \$310 Total Teen's Program Fee (Additional seminar and college course fees may apply.)
	Elementary	Ages 6-12 ('Grades '1-6'). 8:40 am to 3:10 pm	\$240 Material Fee
	Kindergarten	5 year olds (by August 1), 9 am- 3:45 pm, Monday through Friday	*\$0 (currently tuition free) \$240 Material Fee
Early Education	Early Education Single Session*	3-4 year olds, AM (9 am-11:45) OR PM (1 pm to 3:45), Monday through Friday.	**\$3345 per year (\$288.50/mo for 10 mos – after deposit) \$460 Non-refundable Deposit
	Early Entry Kindergarten OR Early Education Double Session*	3-4 year olds, 9 am – 3:45 pm. This option enrolls your child in the AM and PM Sessions. Children are in the same classroom all day, Monday through Friday.	**\$5935 per year (\$522.50/mo for 10 mos – after deposit) \$710 Non-refundable Deposit

***Note to Early Education Families:** Early Education will participate in an 8-day transition schedule. New 3 and 4 year olds will begin school on either day 5 or day 8 of the school year.

*** All fees are subject to change on an annual basis.**

**** Additional payment plans are available for families in need.**

EXTENDED LEARNING

- Extended Learning monthly fees are prorated for holidays, In-Service Days and Parent Conference Days.
- Fees will be paid through FACTS. Total program fees will be evenly divided over 10 monthly payments (Aug-May).
- To avoid being billed for August, you must cancel Extended Learning enrollment by July 1st.** A notice is required 15 days before any changes in Extended Learning enrollment. You will be responsible for a payment of additional 15 Extended Learning day charges in the absence of any notice period.

Before/After School Program <i>Available ONLY to Full Day Children</i> <i>(Teens, Elementary, Double Session and Full Day KG)</i>	7:30 am – Program Start AND Program End - 5:30 pm	\$2350 per year (\$235/mo for 10 mos.)
AM Care – <i>Not available to <u>PM Only</u> learners</i>	7:30 am to Program Start	\$1445 per year (\$144.5/mo for 10 mos.)
PM Care – <i>Not available to <u>AM Only</u> learners</i>	Program End to 5:30 pm	\$1625 per year (\$162.5/mo for 10 mos.)



PROGRAMS AND FEES 2019-20

GENERAL INFORMATION

- Elementary, Teens, and Kindergarten programs (not including Early Entry Kindergarten) are part of the Charter School and are, therefore, tuition free.
- Early Education deposits are due at enrollment, and are part of the total tuition cost, not an addition.
- Although CM does not use Grade Levels, due to State reporting requirements, we do enroll children according to grade.
- In lieu of textbook fees, Material Fees cover a prorated portion of the educational and Montessori materials in our studios as well as items such as pencils, paper, etc.
- Tuition is due, **in full**, by August 15. If unable to pay in full by August 15, the tuition may be paid over ten (10) monthly payments using the FACTS payment program on the 5th or 20th of every month. Visit www.shiningminds.com to register for FACTS.
- The FACTS program is used for all Tuition and Extended Learning payments. Community Montessori will pay the FACTS enrollment fee for tuition and/or Extended Learning.
- All material fees and early education deposits are due on April 15th for spring enrollment. For enrollments after March 15th, material fees and early education deposits are due within 30 days of enrollment. Any payments extending beyond these dates will have an additional Extended Payment plan fee of \$50, which must be paid by April 15th or within 30 days to confirm the spot.
- For families who qualify for free or reduced lunch, a waiver can be considered towards the \$50 Extended Payment plan fee. More details will be shared at enrollment
- **All fees are subject to change on an annual basis.**

EARLY WITHDRAWAL

Charter Material Fee:

- Withdrawals occurring on or before May 31= 50% refund
- Withdrawals occurring on or before September 1 = 25% refund
- Withdrawals occurring after September 1 are not eligible for a refund.

Early Entry Kindergarten/Early Education Tuition: Withdrawals occurring as noted below are based on the full year program tuition less the deposit.

- Deposits are nonrefundable.
- For those not paying tuition in full, remaining tuition will be billed monthly from August to May.
- For early withdrawals, attendance for 1 day for any month from August to December qualifies the tuition to be paid for that month.
- Withdrawals after December 15 are responsible for the tuition owed for the year.

DISCOUNTS

- Single & Double Session Early Education and Early Entry Kindergarten
 - A 5% discount on the balance due after deposit will be applied to payments in full made by August 15.
 - A 10% discount on the balance due after deposit will be applied to siblings enrolled in Early Education Programs (including Early Entry Kindergarten), not to be combined with the 5% early payment discount.
- Extended Learning: A 20% discount will be extended to the second, third, etc. siblings enrolled in this program.



Teen Belief Statements

(12-18 yrs)

We believe:

- *Education should be an active process of gaining and adapting new information involving many learners.*
- *We should support all teens in developing strong moral values that reflect empathy, respect, honesty, compassion, integrity, and trust – while keeping personal dignity intact.*
- *The curriculum should reflect lifelong learning by expanding the traditional subjects and making all learning relative.*
- *Teens learn best in a safe, nurturing, respectful environment that promotes independence and a positive sense of self-esteem.*
- *Teens should have the freedom to develop personal goals that encourage internal motivation and nurture inner harmony.*
- *Learning is a natural process that develops spontaneously in the learner.*
- *Teens should be encouraged to teach, collaborate with, and assist each other in their endeavors to attain and effectively use new and existing information.*
- *Teens should have the freedom to be themselves and develop individual identities within the community.*
- *Teens should be encouraged to question and look at situations from multiple viewpoints.*
- *The school community shares the love and respect of each learner and encourages each teen to develop his/her own uniqueness and individuality.*
- *Ownership, Empowerment (including Valorization), Accountability, and Respect are the four main components of the overall program.*
- *Listening, without judging, is crucial to the trust partnership with each teen.*
- *We all have a direct responsibility to our self, our family, our school, our community, our nation, and our world to question the foundation of our beliefs.*
- *Learning should take place in a non-competitive environment where learning is driven internally to better ourselves and each other.*
- *Learning is not about what is taught by the adult but how a learner takes new information, connects it to existing information, and changes a perception or expands an idea or concept.*
- *Teens are directly responsible for their own actions, and adults are expected to hold them accountable for their actions while maintaining dignity and respect.*
- *Understanding the developmental needs of teens (such as economic independence and a sense of social justice) is crucial to their overall support and learning.*