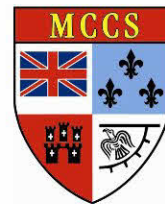


2012-2013 APPLICATION

MEDICAL CENTER CHARTER SCHOOL
A Preparatory Open-Enrollment Charter School
Grades: Pre-Kindergarten 3 through Eight

10420 MULLINS
HOUSTON, TEXAS 77096
Telephone: 713.726.0223
www.mccs.cc

KINDERGARTEN - 8TH GRADE ENROLLMENT PACKET**PART I: (PLEASE KEEP FOR REFERENCE) 2012-2013****Admissions Policy**

1. Admissions Policy will be in compliance with TEC 12.117, 25.002, 12.111 (6), 12.111 (a)(6), and all requirements of the TEC and the TEA. Applications are accepted after January 1st each year for students who live in zip codes 77030 or 77096, or whose parents work in the Texas Medical Center. They are due before February 1st each year. Beginning February 1st enrollment is open to all students within the geographic boundary. An ad will be placed to publicize the deadline in January and February 7 days before the application deadline.
2. The deadline for applications is March 1st. The school uses a “first come first served” admission process until March 1st. From that time if more students apply than can be accepted then a lottery is held monthly until places are filled. The approximate date of the lottery is April 1st.
3. The school may exclude from admission all students with documented histories of a criminal offense, a juvenile court adjudication, or discipline problems under TEC Chapter 37, Subchapter A as authorized by TEC 12.111(a)(6). Acceptance is conditional upon this qualification.
4. The school will not discriminate in admissions based on gender, national origin, ethnicity, religion, disability, academic, artistic, or athletic ability, or the district the child would otherwise attend.
5. Completed applications will be received and immediately stamped received with the date and time of receipt. Students will be **accepted at that time** if space remains in the grade on a first come first served basis. If space does not remain in a grade then students will be placed on a waiting list for a lottery, which will be held approximately April 1st.

GENERAL INFORMATION

MISSION STATEMENT FOR MCCS:

These essential elements are recognized:

- High standards for behavior and personal responsibility including respect for the individual
- Values of duty, honor, and service to the family, the community and our country
- The goal of each child becoming a person of integrity, willing and able to take responsibility for personal attitude, behavior, achievement, and relationships
- Explicit teaching of these values and the skills producing independence in thinking and learning
- Personal interaction, cooperation, and responsibility modeled by adults
- Preparatory level coursework including four languages, (English, Spanish, French, and Latin), fine arts, (Music and Art), physical education, and technology
- Students identified for Study Skills receive that instead of Spanish and French or Latin because of scheduling restraints
- Standardized tests measuring academic progress as a function of change and growth of individual students, with no student exemptions
- Instructional leadership as the focus of energy and time for administrators and faculty
- High standards of achievement
- Perseverance until success in spite of challenges

OTHER GENERAL INFORMATION

- ***Gifted and Talented Program.*** All students are automatically considered for the Gifted and Talented Program and qualify by scoring at least 89th percentile on the Iowa Tests of Basic Skills for the appropriate grade.
- **A level, not grade, homeroom approach meets the needs of all students. Students may be placed in courses a year ahead or behind if it meets their needs.**
- **All students are automatically considered for the Study Skills tutoring program** and will qualify if they score (1) below the 40th percentile on the ITBS in Total Reading or Total Math, or (2) have failed a STAAR test, or (3) Qualify for ESL.
- **In January students are tested** for homeroom placement changes for the spring term. In May they are tested for placement for the summer and tentative placement for the fall term. Tests the first week of school determine fall placement.
- **Students** that qualify for tutoring are invited for the Extended Year in June.
- **Requirements for Promotion at Medical Center Charter School:** To be promoted to the next grade, students must pass all subjects. They must also pass all STAAR tests required for their grade. Kindergarten through grade two students are also required to score a minimum of 40th percentile in Total Reading, Total Language, and Total Mathematics on the ITBS.
- **The English Second Language program** is a mainstream immersion approach and students qualify for a special language program in Study Skills and Extended Year.
- **The school day** is 7:30am to 4:00 pm for grades KG – 8 and 7:30am to 11:30am for Pre-kindergarten. Arrival for breakfast is 7:30am to 7:45 am.

- **Parents must ensure that their children are brought to school within specified times** and are picked up promptly; no MCCS staff is on duty before or after those times and children must not be left unsupervised. Before 7:30am and after 4:00 pm parents will be assessed a fee (Minimum of \$10) per child per time for supervision, which is what MCCS is charged for emergency supervision by licensed childcare. In addition, emergency contacts will be called and, if necessary, authorities will be notified if children are habitually left unattended.
- **Before and Afterschool licensed care is available for a fee from Saint Nicholas School.**
- **Breakfast and lunch are available** under the state programs.
- **Parents are requested to attend or have a representative at Parent-School Meeting** on Tuesdays as scheduled.
- **Parents are invited to observe** their child's class once each term, by appointment, and to follow up with a conference with the homeroom teacher.
- **Students will participate in all classes and activities** during the school day and will be occasionally photographed and videotaped for school records and promotional purposes without additional notice. To prevent your child from participating, please file a note in the office stipulating that. Students must be in correct required uniform to participate. Field trips are announced to parents by school calendar, newsletter, or letter.

UPON ACCEPTANCE PLEASE COMPLETE THE FOLLOWING TO PREPARE FOR SCHOOL:

- **Submit all required records.**
- **Register with Saint Nicholas School for Before/After School care if desired.**
- **By May 1: Order uniforms if using the MCCS Uniform Shop. Requirements are available in the office.**
- **By July 1: Pay for School Supplies, (\$55) and Student Accident Insurance (included), or purchase required school supply items. A list is available in the office.**
- **By August 1: Apply for Free/Reduce Price Meals: (Child Nutrition Program): free, reduced, or full price. New federal forms are available each year; call the office first to verify that they have been received before coming. Bring immunization and hearing and vision records to the school if not already complete.**

Other essential information is outlined in the Student/Parent Handbook.

(FOR OFFICE USE ONLY)

Birth Certificate _____

Immunization _____

Social Sec. Card _____

School Records _____

Medical Center Charter School

10420 Mullins St.
Houston, TX 77096
713/726-0223

Enrollment Form 2012-2013 School Year

Referral

Referred by: (Parents, professionals, employer, referral service, or advertising): Please list names: _____

Student Information:

Age as of **September 1, 2012**: _____ Applying for what grade coming year: _____

First Name: _____ Middle: _____ Last Name: _____

SSN: _____ Sex: M or F Birth Date: _____ Birthplace: _____

Home Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Email: _____

School District where you live _____ Name of neighborhood campus _____

Parent/Guardian Information

Full Name: _____ Relationship: _____ Home Phone: _____

Home Address: _____ Work Phone: _____

Work Place: _____ Birthplace: _____ Ethnicity: _____ Speaks English: Y / N

Full Name: _____ Relationship: _____ Home Phone: _____

Home Address: _____ Work Phone: _____

Work Place: _____ Birthplace: _____ Ethnicity: _____ Speaks English: Y / N

Full Name: _____ Relationship: _____ Home Phone: _____

Home Address: _____ Work Phone: _____

Work Place: _____ Birthplace: _____ Ethnicity: _____ Speaks English: Y / N

Emergency Phone Numbers (other than parents)

Persons to contact or who may pick up student, other than parents, in an emergency: Two are required. Photo ID will be required for pick up. These persons must be able to pickup the child, in addition to parents, in the case of illness or discipline problems, within one hour of being called or child care charges will be incurred of \$10-\$25.

Name: _____ Phone: _____ Relation: _____

Name: _____ Phone: _____ Relation: _____

Physician's or clinic name and Telephone: _____

Hospital Preference: _____

Special Pick-up Instructions: _____

New Student Information

| | |
|---------------------------|-------------|
| Student Name: _____ | Grade _____ |
| Previous School(s): _____ | |
| Address: _____ | |
| Special Programs: _____ | |

List siblings attending MCCS: _____

Have you done migrant work, on a temporary or seasonal basis, in a job related to Agriculture, forestry or fishing? **Circle: Yes or No**

If yes, did your child/children travel with you when you went to work or looked for work? **Circle: Yes or No**

To the Parent: **I agree to comply with all provisions and requirements of this application and of the Student/Parent Handbook, including Student Conduct, Uniform Requirements, arrival at school by 7:30am and picked up by 4:00pm, Attendance at Home School sessions, homework requirements, and participation in fundraisers. If I cannot be contacted in case of emergency, I hereby authorize the individuals listed on the Medical Center Charter School Emergency Sheet and this application to be notified at the school's discretion. In the event parent and other persons named on these forms cannot be contacted, the school officials are hereby authorized to take whatever action is necessary in their judgment, for the health of the aforesaid child. I will not hold the school financially responsible for the emergency care and/or transportation for said child.**

Failure to sign this form does not exempt your child from compliance with the laws, policies, rules, and regulations of the state and school. All the information we ask for is required to complete the student record. Please fill out accurately and sign.

Signature of Parent/Guardian: _____ Date: _____

Student Registration Date: _____ Time: _____ Date Tested: _____

