

BOSTON COLLEGIATE CHARTER SCHOOL
11 Mayhew Street
Dorchester, MA 02125

APPLICATION INSTRUCTIONS

Academic Year 2010-11

Application Deadline: Friday, March 5, 2010 at 5:00PM

Boston Collegiate Charter School is a tuition-free, public charter school providing an academically rigorous, college preparatory education to over 500 students in grades 5-12. Boston Collegiate opened to its first students in 1998.

MISSION

**The mission of Boston Collegiate Charter School is
to prepare each student for college.**

Our educational program is based on Three Pillars:

1. We believe that creativity flourishes within a structured academic environment.
Good work cannot occur unless there is a safe and orderly environment in and out of the classroom.
2. We have high academic and behavioral expectations.
High expectations demand significant amounts of support before, during, and after school and on Saturdays.
3. We know that exceptional teachers are at the core of the school's success.
Teachers must have the time and professional tools and resources to do their jobs effectively.

At Boston Collegiate, we do not believe that there is one thing that makes a school work. Nor do we pretend that what we do is "rocket science" or necessarily innovative. We work hard and use common sense because elevating student achievement and transforming lives requires constant attention to hundreds of different elements – not one, magical 100% solution, but rather one hundred, individual 1% solutions.

Please detach the completed application and mail it to:

**Boston Collegiate Charter School
11 Mayhew Street
Dorchester, MA 02125**

If you have any questions, please feel free to contact us at 617-265-1172.

Please check local papers or call the school to find out details about upcoming Information Sessions.

Information in this application packet is subject to change without notification.

APPLICATIONS MUST BE RECEIVED (NOT POSTMARKED) BY 5:00 PM, FRIDAY, MARCH 5, 2010.

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ENROLLMENT PROCESS

We welcome applications from all students who are residents of Massachusetts and who expect to enter grades 5-8 this coming fall. We are not accepting applications to our 9th, 10th, 11th and 12th grade classes. During the application period, several information sessions will be held to assist applicants. In addition, two school tours will be held in February. **Applications must be received no later than Friday, March 5, 2010, by 5:00 P.M at 11 Mayhew St., Dorchester.** Following the deadline, we will determine which applications satisfy the enrollment eligibility criteria. Eligibility for enrollment is met according to the criteria below:

- the student is a resident of Massachusetts;
- prior to August 2010, the student has successfully completed (or is expected to complete) the grade preceding the grade to which he or she seeks admission;
- the student has signed the application stating that he or she understands the expectations of the school and agrees to sign the Family Accountability Contract;
- the parent/guardian of the applicant has signed the application stating that he or she understands their family obligations to the school, including attending a mandatory orientation session in August.

HIGH SCHOOL ENROLLMENT POLICY

The school does not accept additional students into the 9th, 10th, 11th, and 12th grades either for slots in the classes or for positions on the waiting list. Therefore, the school does not maintain a waiting list after the 8th grade for admission into the 9th, 10th, 11th, and 12th grades, and the school will not admit additional students to those classes, even if enrolled students leave the school. This policy applies to siblings of enrolled students, as well.

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| BOSTON COLLEGIATE ENROLLMENT PROCESS TIMELINE | |
|--|--|
| December 18 | 2010-2011 Boston Collegiate Applications for grades 5-8 are available |
| January 7 | Information Session - Boston Collegiate, 11 Mayhew St., Dorchester, MA 02125, 6:00 PM to 7:00 PM |
| January 14 | Information Session – Mattapan Branch Library, 1350 Blue Hill Ave., Mattapan, MA 02126, 4:30PM to 5:30PM |
| January 21 | Information Session - Wang YMCA/Theatre District, 8 Oak St. West, Boston, MA 02111, 6:00 PM – 7:00 PM |
| February 6 | Boston Charter School Showcase of Schools, UMASS-Boston, 100 Morrissey Boulevard, Boston, 02125. McCormack Building in the Ryan Lounge (3 rd Floor), 9:00 AM to 12:00 PM |
| February 9 | Information Session - Boston Collegiate, 7 Elkins St., South Boston, MA 02127, 6:00 PM to 7:00 PM |
| February 23 | Information Session - Boston Collegiate, 7 Elkins St., South Boston , MA 02127, 6:00 PM to 7:00 PM |
| February 25 | School Tours, Boston Collegiate, 7 Elkins St., South Boston, MA 02127, 9:00 AM <u>OR</u> 12:00 PM. Attendance is limited. You must call 617-268-2434 ext. 246 to reserve a space. |
| March 5 | All applications due (<u>not postmarked</u>) to Boston Collegiate, 11 Mayhew St., by 5:00 PM. Applications can be dropped off or mailed, but they must be received by Friday, March 5th. |
| March 10 | Scheduled PUBLIC LOTTERY for grades 5-8: Boston Collegiate Charter School, 11 Mayhew St., Dorchester, at 6:00 PM. (Admitted and waiting list applicants will be notified of their status by mail.) |
| March 25 | School Tours for <u>admitted</u> students at Boston Collegiate, 7 Elkins St., South Boston, MA 02127, Tours are at 9:00AM <u>OR</u> 12:00PM. Please RSVP to 617-268-2434 ext. 246 to reserve a space. |
| April 9 | Enrollment confirmation from accepted applicants must be received by mail or delivered in person to the school by 5:00 PM. |

Information in this application packet is subject to change without notification.

Note: The information collected on this application will be used to determine eligibility for enrollment and to collect general information. It will not be used to discriminate on the basis of race, color, national origin, creed, sex, ethnicity, sexual orientation, mental or physical disability, age, ancestry, athletic performance, special needs, proficiency in the English language or a foreign language, or prior academic achievement.

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Please print clearly

STUDENT INFORMATION

Applicant name: _____
First Middle Last

Home address: _____
Street number Street name Apt. #(if applicable) City State Zip

Telephone number: _____

Gender: Male Female Birth date: _____
Month / Day / Year

GRADE YOU ARE APPLYING TO ENTER IN FALL 2010 (please circle): 5th 6th 7th 8th

Current Grade: _____ Current school: _____ School location: _____
City/Town State

Language spoken by parent/guardian: _____

FAMILY INFORMATION

Name of parent/guardian: _____
First Middle Last

Relationship to applicant: _____

Home address: _____
Street number Street name Apt. #(if applicable) City State Zip

Mailing address: _____
(if different) *Street number Street name Apt. #(if applicable) City State Zip*

Home phone: _____ Work phone: _____ Cell phone: _____

E-mail address: _____

Name of other parent/guardian: _____
First Middle Last

Relationship to applicant: _____

Home address: _____
(if different) *Street number Street name Apt. #(if applicable) City State Zip*

Home phone: _____ Work phone: _____ Cell phone: _____
(if different)

E-mail address: _____

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UNDERSTANDING OF EXPECTATIONS

Students selected for enrollment by lottery or waiting list must provide evidence in the form of permanent transcripts and report cards that they will complete their current grade by August 2010. If selected by lottery, students must take an assessment exam in the spring to determine possible summer session participation. Families must sign a Permanent Records Release in order for the school to obtain the student's permanent transcript and health records.

FAMILY ACCOUNTABILITY CONTRACT

In order for students to learn and grow, it is essential that we all do our part. Boston Collegiate Charter School students, parents, teachers, and administrators all have responsibilities to promote student learning and growth. We are all educational partners who must do our part so that students can learn to the best of their ability and be prepared for college success.

BCCS's Student and Family Handbook outlines what students, teachers and the Principal must do to ensure student success. This Family Accountability Contract describes important responsibilities and school expectations that families accept once they choose to enroll at this school. Keep in mind that all the items below are drawn directly from our Handbook. We know that the choice you made in coming here is a precious one and we want to make sure that you have a full and clear understanding of your responsibilities.

ATTENDANCE

- I will ensure that my child comes to school every day on time to begin school at 8:00 AM.*
- I understand that if my child is absent more than 6.5% of his/her school year, he or she may have to repeat his or her current grade. For a typical 190-day school year, this would mean that if a student is absent with or without excuse for more than 12 days of the school year, that student may fail all of his or her classes for the year and may need to repeat his or her current grade.
- I will make sure that my child promptly makes up missed work following absences.
- I understand that an absence is excused if I have contacted the school and written a detailed note regarding student illness, family emergency, or religious observance. I understand the student is still considered absent for that day, but may make up the work.
- I understand that my child will not earn credit for work missed after unexcused absences, including but not limited to: out-of-school suspensions, family vacations, participation at sports tournaments, and attendance at entertainment events.
- I understand that the school day ends at 5:00 PM, but that my child may be dismissed at 3:00 PM (2:00 PM on Mondays) if all homework is complete and he or she is not required to stay for detention or required extra help.
- I agree to make alternative transportation plans if my child is not dismissed until 4:00 PM or 5:00 PM.
- I understand that my child may not be permitted to enter the building before 7:30 AM and will report to an assigned "before-school" room if he or she enters before 7:45 AM.

HOMEWORK

- I agree to carefully check my child's homework daily to ensure that it is complete.
- I understand that if my child is in Grades 5-9, he or she will be required to stay for at least one hour in Homework Club (grades 5-8) or mandatory tutoring (grade 9) if he or she does not complete assigned homework or completes homework that does not meet classroom standards.
- I understand that my child cannot be excused from Homework Club or mandatory tutoring unless there is a family emergency or a student illness.
- I understand that lack of transportation is not an acceptable reason to remove my child from Homework Club.
- I understand that if my child skips Homework Club or mandatory tutoring and does not make it up the next day, he or she may receive detention.

CODE OF CONDUCT

- I agree to promote and support the rules of behavior as well as the consequence system as outlined in the BCCS Student Handbook, and accept responsibility as a partner in my child's learning.
- I understand that my child will be required to stay for at least one hour in after-school detention if he or she commits a detention-level infraction, or accumulates 3 demerits in the course of a week.
- I understand that it is my child's responsibility to notify me if he or she earns an afterschool detention.
- I understand that my child will be suspended if he or she misses afterschool detention.
- I will come to school for a meeting if my child is suspended, and I understand that my child may not be allowed to return to class until after this meeting occurs.

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PROMOTION POLICIES

- I understand that my child needs to pass 5 core academic classes (a core class is any class that meets five times a week) in order to be promoted to the next grade.
- I understand that my child will be automatically retained if he or she fails 2 or more core academic classes.
- I understand that if my child fails 1 class, he or she must fulfill summer school or tutoring requirements and pass a minimum competency exam in order to be promoted.
- I understand that my child may be required to stay for afterschool tutoring and that regular attendance at mandatory tutoring is a requirement for an invitation to attend Saturday School.
- I will ensure that my child attends Saturday School if he or she is failing one or more classes as of the first progress report and any subsequent progress reports or report cards on which my child is failing for the year.

STUDENT DRESS POLICY

- I will ensure that my child comes to school in proper dress, according to the guidelines listed in the Student Handbook.
- I understand that if my child comes to school out of uniform, he or she may not be permitted to attend class, may need to wait for the appropriate dress to be brought in from home, and may receive a demerit or an automatic detention to be served that day.

STUDENT LUNCH

- I will ensure that my child comes to school with a nutritious breakfast and lunch every day, or I will make arrangements for him or her to have the school breakfast and/or lunch.
- I agree not to send soda to school with my child since students are not allowed to drink soda at school.

FAMILY SUPPORT

- I agree to support my child's academic work by communicating regularly with my child's teachers and advisor, by scheduling appointments to talk with them as needed, and by attending all three Family-Teacher Conferences.
- I understand that if my child is in grade 5, I will need to pick up his or her report card at the first Family-Teacher Conference.
- I understand that if my child is failing at least 1 class for the quarter or for the year, I will need to pick up his or her report card at the next Family-Teacher Conference.
- I agree to attend family meetings and other school-sponsored events on a regular basis.
- I agree to volunteer at least once during the school year.
- I understand the significant commitment necessary for my child to be prepared for college success and I am committed to supporting my child through all aspects of the college preparatory process.

Parent/Guardian Signature

Date

Student Applicant Signature

Date

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THANK YOU FOR APPLYING TO BOSTON COLLEGIATE CHARTER SCHOOL!