



Admissions Application Checklist (Day)

Families are strongly encouraged to tour the school for several visits. Please call for an appointment.

- Scheduled student visit
- Scheduled parent visit
- Assessment testing (as required/necessary)

Forms of interest that **DO NOT** need to be returned includes (number of pages):

- Admissions Information (2)
- About Our School (1)
- Independent School Information (1)
- Stratton, Winhall, Dover and other WCSU Student Information (2)

Please complete and send the following forms and fees to The Mountain School (number of pages):

- Admission Application (2)
- Parent Interview Questionnaire (1)
- Signed** Records Release in order for records to be forwarded to The Mountain School (2)
- All Student Records from previous school (including any special program records)
- Teacher Evaluation Forms (4)
- Student Health and Immunization Records (see attached) and Birth Certificate
- Proof of Residency Form (From School Board) (Stratton and Winhall students only)
- \$25.00 Non-refundable Application Fee (*non-Stratton and Winhall students only*)
- Tuition Payment Contract/Enrollment Form (2)
- Tuition Authorization Form (*Stratton and Winhall Residents only*) (1)
- Parent Responsibility Contract (2)



Admissions Information (Day Students)

The Mountain School at Winhall (MSW) is a Vermont approved Pre-K-8 community-based independent day and boarding school serving students from the towns of Winhall, Stratton, and beyond. MSW invites children from any community or country to apply for admission.

The Mountain School does not in any way discriminate on the basis of race, ethnicity, gender, sexual orientation, religion or in any other manner in the admission of students, the awarding of scholarships, or other financial aid.

Tuition and Fees (2011/2012)

Pre-Kindergarten.....	\$6,500
Kindergarten to 6 th Grade.....	\$12,900
7 th to 8 th Grade.....	\$13,100
Application Fee.....	\$25

Admission Process

Acceptance of all students to whom MSW can provide appropriate educational services will be based upon the child’s desire to learn and the parent’s support of the school and its curriculum. MSW is not required to admit students with criminal records, a history of substance abuse, or students at risk of physical or psychological harm to themselves or other students, property, or the orderly processes of the school.

The admission process cannot be finalized until The Mountain School at Winhall has received the completed admissions application packet, all previous school records, and any other required admissions procedures have been completed. Students may be required to complete an academic assessment test. Students showing a particular deficiency in a given area may be required to participate in appropriate tutorial work as a condition of admission.

After the application process has been completed, the Head of School will notify families, in writing, of their child’s acceptance/non-acceptance. Once notified, parents have 15 days to 1) return the signed Tuition Authorization Form and Tuition Payment Contract to the school, or 2) pay the required \$1,000 non-refundable deposit in order to hold placement for the child. Unless otherwise arranged with the Head of School, the student will lose his/her placement at MSW.

Tuition Payment

Parents are ultimately responsible for full payment of all tuition. Families residing in voucher towns are responsible for ensuring that the voucher is paid on their child’s behalf to MSW. Should the cost of MSW’s tuition and the amount of that town’s voucher differ, parents are responsible to pay the difference, if any, to the school.

For private-pay students in grades K-8, The Mountain School requires that the remaining tuition (less the \$1,000 deposit) be made in two equal payments—July 1 and October 1 of the academic year attending. Should a family require other arrangements (such as 10-month payment plan), a written request must be submitted to the Head of School. If the request is accepted, a 1.5% fee will be assessed for monthly and/or late payments. The Head will notify parents in writing as to the agreement of any alternative payment arrangements.

Students in Pre-K are required to pay a \$500 non-refundable deposit upon acceptance of admission, and asked to pay the balance of tuition in 10 equal installments by the first day of each month, from September 1 to June 1, of that academic year.

Age Requirements

Students entering Pre-Kindergarten must be four (4) years of age by October 31st and students entering Kindergarten must be five (5) years of age by October 31st of that school year.

Special Education Services

For students residing in WCSU who qualify for special education and/or 504 services, arrangements to receive services can be made as per the agreement between MSW and Windham Central Supervisory Union (WCSU). The admissions process cannot be completed until special education services have been reviewed by MSW and WCSU and a decision on appropriate placement has been made by the Head of School (MSW) and Director of Special Education (WCSU). Parents must contact WCSU for these services. Students living outside of these towns may pay for some direct services from MSW, and are encouraged to contact the Head of School, Special Services Director, their own school district, and WCSU regarding possible private-pay for other services.

Financial Assistance

There are two main types of aid available for private-pay families. The types of aid are: 1) Financial Aid (qualify based on family income); and 2) Service-in-Kind (a written agreement to volunteer in the school based on a direct school need). All families are welcome to apply for assistance. Financial Aid is determined using the School and Student Service (SSS) Financial Aid program from the National Association of Independent Schools (NAIS). If you feel that your family qualifies for financial aid, go to www.nais.org/go/sss to apply online. Be sure to select “The Mountain School at Winhall.” Due to the increase of families receiving aid and the limited aid available, all families must pay a minimum of \$2,500 per child.

Service-in-Kind (SIK) is determined based on a qualified person’s ability to fulfill a direct school need (i.e. serve as school librarian). If a family feels that they are qualified to do so, a written proposal of the service and reduction in tuition should be submitted to the Head of School. The Head will review the proposal and accept or deny each proposal based on the school’s need.



About Our School

The Mountain School at Winhall is a Vermont approved Pre-K-8 independent day and boarding school. MSW is currently undergoing the accreditation process through the New England Association of Schools and Colleges (NEASC). We strive for excellence by maintaining a strong commitment to our students, families, community and program by following our 3 Ps:

Purpose

The Mountain School at Winhall is an independent, visionary, community-oriented school serving Pre-K to 8th grade children from Winhall, Stratton, and beyond.

Promise

We promise our students a challenging, supportive learning environment that emphasizes character, values individuality, and encourages creativity.

Principles

The Mountain School values:

- ✓ Academic excellence
- ✓ Integrity, respect, and responsibility
- ✓ Innovation
- ✓ Integrated learning
- ✓ Global awareness
- ✓ Environmental stewardship
- ✓ Real-world lessons
- ✓ Community connections

Our Programs

Please review our website, contact the Head of School, and visit the school to learn more about the many outstanding programs available to our students.



INDEPENDENT SCHOOL CLASSIFICATION FORM

According to Vermont law 16 V.S.A. § 166 b) 3) on approved Independent Schools, “(a)n approved independent school shall provide to the parent or guardian responsible for each of its pupils, prior to accepting any money for that pupil, an accurate statement in writing of its status under this section, and a copy of this section.”

We are therefore notifying you in writing that we are an approved independent school and are providing you with 1) written notification and 2) a copy of this section of law.

Should you have questions regarding our classification as an independent school, please notify the Head of School at The Mountain School at Winhall or the Vermont Department of Education.



Stratton and Winhall Students

As an independent community school, or Town Academy, The Mountain School at Winhall (MSW) guarantees acceptance to all Stratton and Winhall students. For a student from Stratton or Winhall, residency must be established in his/her town and verified by his/her school board, i.e. Stratton or Winhall School Boards. Students are still required to go through the application process; however, the application fee is waived.

Stratton and Winhall residents are expected to follow MSW's enrollment calendar. Adherence to this calendar will ensure that space will not be an issue for your child. MSW recognizes that there are parents who become residents after the enrollment date for current town residents. For these new residents, MSW, upon receipt of records, will expedite the admission process.

For Stratton and Winhall children who qualify for special education and/or 504 Services, arrangements may be made to receive services through a written agreement between The Mountain School at Winhall and the Windham Central Supervisory Union as per our agreement. Parents are responsible to contact the MSW Special Services Director and WCSU to set-up services.

If voters in Winhall or Stratton do not approve the school's tuition at an annual or special town meeting, students for that town currently enrolled at MSW will retain the full rights and privileges accorded to all students so long as the parent or guardian understands and accepts his/her financial responsibility to pay the difference.

WCSU Voucher Students Grades 7/8 Students

For any grades 7/8 student that has been accepted to The Mountain School at Winhall, families are responsible to pay for any tuition difference between that of MSW's tuition and the tuition payment from their town. This tuition payment covers full tuition to The Mountain School for the entire school year for students in grades 7 and 8 only. Students are required to go through the application process.

The Mountain School at Winhall does not provide transportation to the school. Transportation to The Mountain School will be provided by the parent by 1) purchasing a seat on the Winhall School District bus or 2) arranging for private transport to and from the school.

Any WCSU student who qualifies for special education and/or 504 services must contact the Windham Central Supervisory Union (WCSU) in order to receive full services at The Mountain School.

Other WCSU Students

The Mountain School enrolls students from many other WCSU towns. Parents are responsible to check with their local school boards to see if a tuition voucher is available for payment to The Mountain School. Parents are ultimately responsible to cover the entire cost of tuition. Students from other WCSU towns eligible to receive special education services may also be able to receive services by WCSU. Parents are responsible to contact WCSU to see if their children are eligible for such services.

Private Pay Students Day and Boarding Students

Families wishing to attend MSW as private pay students are required to go through the admissions process. Acceptance of students to whom MSW can provide appropriate educational services will be based upon the child's desire to learn and the parent's support of the school's Purpose, Promise, Principles and Program. Private pay students in need of special services may be able to pay privately for some services. Parents are encouraged to contact the Special Services Director for more information.

The Mountain School at Winhall does have a boarding program for middle school students. Interested domestic and international boarding students should contact the International Student Coordinator for more information.



Admission Application

Student Applicant: _____ Date of Birth _____ Entering Grade: _____

Parent/Guardian 1: _____

Physical Address: _____ Town of Residence: _____

Mailing Address: _____

Home Phone: _____ Fax: _____ E-mail Address _____

Employer: _____ Occupation: _____

Work Address: _____ Work Phone: _____

Parent/Guardian 2: _____

Physical Address: _____ Town of Residence: _____

Mailing Address: _____

Home Phone: _____ Fax: _____ E-mail Address _____

Employer: _____ Occupation: _____

Work Address: _____ Work Phone: _____

With whom does the child live? _____

If legally separated or divorced, who has legal custody of the child? _____

(Please provide documentation)

If parents/guardians reside separately, is duplicate correspondence requested? Yes _____ No _____

Siblings (names and ages): _____

Other household members: _____

Paternal Grandparent Name(s): _____

Address: _____

Maternal Grandparent Name(s): _____

Address: _____

Current school or childcare placement: _____

School Address: _____

School Phone: _____ School Fax: _____

Has your child had any educational, behavioral, psychological or developmental testing? Yes ___ No ___

If “yes” please provide documentation.

Has your child ever been convicted of a crime? Yes _____ No _____

If “yes” please provide documentation.

Will you be applying for Financial Aid, Scholarship or Service-in-Kind? Yes _____ No _____

I do hereby state that all information provided is accurate to the best of my knowledge.

Parent 1 Signature: _____ Date: _____

Parent 2 Signature: _____ Date: _____

Applicants must enclose a \$25.00 application fee (waived for Winhall and Stratton residents).



Parent Interview Questionnaire

Parent Name (Please Print): _____ Date: _____

Parent of Student: _____

On a separate piece of paper (or on the reverse of this one), please respond to these questions. Your answers will help us get to know you and your child better.

1. What are your educational goals for your child, this year and long-range?
2. How do you think The Mountain School can contribute to these goals?
3. Comment briefly on your child's aptitude for learning (e.g. curiosity, imagination, self-motivation).
4. How does your child approach a task or project? (Comment on his/her sense of organization, ability to complete a project, responsibility, response to guidance, etc.)
5. How does your child respond to adults and other children?
6. Describe your child's talents, interests, hobbies, and experiences. What does he/she do with free time?
7. What has your present/previous school situation been like? Is there additional information you feel we should have about your child's past experiences at school/home?
8. What do you feel your child and your family have to contribute to our school community?
9. Give examples of the expectations, routines, and activities you have as a family/parent that support your child's achievement at school.
10. What is your expectation of the school?
11. What questions do you have for us?



Records Release for Admissions Application

As parent/legal guardian of _____, I request and give permission to _____ to answer all questions and forward to The Mountain School at Winhall the attached Teacher Evaluation form (see Section I), complete copies of the student records as listed in Section II, and this form with the completed questions asked in Section III.

Parent/Guardian Name (please print)

Parent/Guardian Signature

Date

To the Principal or Head of School:

Section I

Please have the student's current teacher complete and return to The Mountain School the attached *Teacher Evaluation* form.

Section II

Please forward complete copies of the following records:

Report Cards or Official Transcript
Cumulative School Records
Test Records (Standardized Tests)
Complete Health Records
Special Education, 504, and/or 230 Records

Section III

Please comment on this student's school behavior and discipline record.

- Does this student perform independently and successfully in the classroom without the need for behavioral intervention and support?
- Describe this student's social interactions with peers and adults, both in and out of the classroom.
- Describe this student's social interaction on the playground, as well as school-wide.
- Has this student been disciplined for aggressive verbal or physical behaviors with students or adults?
- Has this student received an in-school or out-of-school suspension?

Principal's Name: _____

Principal's Signature: _____ Date: _____

Return To:

The Mountain School at Winhall
9 School Road
Bondville, VT 05340
P: (802) 297-2662
F: (802) 297-2590



Teacher Evaluation

Applicant Name: _____ Date: _____

Teacher Name: _____ Phone Number: _____

Teacher Signature: _____ E-mail: _____

School Name and Address: _____

1. Please describe this student's ability to read and respond to grade level texts with comprehension. Given examples of book titles that represents this student's reading level.

2. Please describe this student's writing skills and his/her ability to independently follow the writing process (include content, grammar, mechanics and spelling).

3. Please describe this student's work habits, study skills, and participation in your classroom.

4. Please describe this student's competence and accuracy and Math computation and grade level skills. List the topics covered in this year's Math course and title(s) and author(s) of texts used.

5. To what degree has the student mastered the material covered in this math course so far?

6. Please describe this student's performance in problem solving and abstract thinking.

7. How would you rate this student's performance in:

<u>Reading</u>	<u>Writing Process</u>	<u>Spelling</u>	<u>Grammar/Mechanics</u>
Above Grade Level	Above Grade Level	Above Grade Level	Above Grade Level
On Grade Level	On Grade Level	On Grade Level	On Grade Level
Below Grade Level	Below Grade Level	Below Grade Level	Below Grade Level

<u>Math Skills</u>	<u>Problem Solving</u>	<u>Work Habits</u>	<u>Behavior</u>
Above Grade Level	Above Grade Level	Above Grade Level	Above Grade Level
On Grade Level	On Grade Level	On Grade Level	On Grade Level
Below Grade Level	Below Grade Level	Below Grade Level	Below Grade Level

8. Please describe the personal qualities and character of this student, their social skills and your overall impressions.

9. Please describe any services or programs, formal or informal, that this student receives including, but not limited to, enrichment, Title 1 Reading/Math, Speech & Language, Special Education, 504 or other support plans.

10. Does this student have a behavior plan? Please explain.

11. What are this student's interests and greatest strengths?

Academic Evaluation – Please circle appropriate response:

Academic	outstanding	good	average	fair	limited
Effort & Perseverance	perseveres under pressure	sets high goals	moderately motivated	some desire	does very little
Study Habits	excellent	good		fair	poor
Intellectual Curiosity	intense & varied	strong & varied		in one area only	limited
Ability to Work Independently	works well	needs help occasionally	needs help frequently		needs much supervision
Use of Time	uses effectively	usually uses well	occasionally wastes		uses poorly
Follows Direction	quickly & effectively	occasionally needs help		consistently needs monitoring	
Attention Span	exceptionally good concentration	usually good	occasionally distracted		easily distracted
Creativity & Originality	original	generates ideas independently	sometimes generates ideas		tends to follow
Personal Evaluation – Please circle appropriate response:					
Consideration of Others	usually supportive	usually considerate			seldom considerate
Social Adjustment With Peers	healthy relationships		has occasional difficulties		relates poorly
Classroom Conduct	on task	usually on task	occasionally disrupts		disruptive
Initiative	frequently	occasionally	rarely		never

Integrity & Honesty	highly developed	usually trustworthy	questionable	
Emotional Stability	stable	occasionally needs support	frequently needs support	insecure
Self Confidence	healthy self-image	overly confident	needs some support	needs much reassurance
Fulfills Responsibilities	consistently	usually	sometimes	rarely
Cooperation of Parents/Guardians	outstanding	good	fair	poor

12. What recommendations do you have to support this student's success at The Mountain School?

13. Is there any other information regarding this student's success that you find pertinent to share with us?

Thank you for taking the time to complete this evaluation.



PARENT RESPONSIBILITY CONTRACT 2011-2012

The Mountain School is committed to providing a quality instructional program characterized by high standards and access to meaningful learning experiences. By choosing The Mountain School, you join us in making this commitment to the lifelong learning process of your child. This is a shared responsibility that continues beyond the school day. It requires every parent's direct participation and time.

We ask parents to become actively involved in the life of the school in order to establish and maintain a strong and vital learning community. All independent schools rely on the continued involvement and contributions of everyone to ensure that the school meets its annual goals and maintains fiscal stability. To this end, we count on your participation in five areas: support, learning and development, financial, communication, and volunteerism throughout the term of your child's enrollment in The Mountain School at Winhall.

Support

We agree to support the school's:

- Purpose, Promise, and Principles
- Educational program
- School policies
- Fundraising program

Learning and Development

We agree to:

- Attend parent-teacher conferences as scheduled and any additional conferences, as needed
- Assist with and supervise completion of homework assignments
- Provide an environment conducive to work and study
- Fulfill parental responsibilities developed in any Educational Support Team (EST) plan which may include extra practice, behavioral modifications, and tutorials
- Participate in and implement the school's recommendations necessary for your child to achieve grade level requirements
- Emphasize the importance of a respectful learning environment and appropriate behavior within The Mountain School's guidelines

Financial

We agree to:

- Contribute yearly to the school's Annual Giving Campaign
- Support curricula-enhancing field trips and/or activities
- Volunteer at development events

Communication

We agree to:

- Become informed about the school’s curriculum and instructional program
- Communicate with the school staff at appropriate times about your child’s needs
- Read school publications and newsletters
- Maintain respectful interaction with the staff, students and other Mountain School parents
- Promote The Mountain School in the greater Manchester and the mountains community
- Become an active, positive member of The Parent Advisory Board (PAB)

Volunteerism

We agree to (please select any appropriate responses):

- Participate in at least two major events (performances, programs, development, etc) throughout the year
- Volunteer for library, lunch and/or recess duty
- Chaperone and/or drive for field trips as needed
- Volunteer to help with our Bottle Recycling Center Program
- Become an academic or social mentor
- Work with the Development Committee (mailings, phone calls, etc.)
- Chaperone or coach our athletic programs which match your interests/specialties
- Help with after school programs
- Other special skills

PLEASE SIGN & RETURN

I/We agree to volunteer in the following areas:

I/We have the following special skills:

I/We _____ Parents/Legal Guardians of
 _____ (child/ren) have read the Parent
 Responsibility Statement and agree to abide by the terms listed in order to promote an
 exceptional education for my child/ren.

Parent/Legal Guardian Signature

Parent/Legal Guardian Signature



Please see the attached form(s) to complete the admissions application/ process:

Student Immunization
Pre-K Enrollment Contract
Enrollment Contract
Tuition Authorization Form