

## **6<sup>th</sup> GRADER FOR A MORNING**

Hey, 5th graders, be a 6th Grader for a morning. Please come and experience our great school for yourself!

Every Wednesday from 7:30a.m. to 11:30a.m. on January 14<sup>th</sup>, 21<sup>th</sup>, 28<sup>th</sup> and February 4<sup>th</sup>, 11<sup>th</sup> and 18<sup>th</sup> 2009 you can be part of a great experience. Attend the morning assembly, two classes and have lunch that will be provided. You will be paired up with a 6th grader who will be your partner for the day and will tell you all about our school.

To schedule an appointment for January 14<sup>th</sup>, 21<sup>st</sup> or 28<sup>th</sup> please call Pia O'Hare 749-1672.

To schedule an appointment for February 4<sup>th</sup>, 11<sup>th</sup> or 18<sup>th</sup> please call Donna Prince 848-1796.

## **OPEN HOUSE**

Parents and Students come and visit the school, meet faculty, learn about our curriculum and all of our exciting programs. Ask questions and tour the school Thursday, January 22<sup>nd</sup> 2009 at 7:00p.m. or Thursday, February 19<sup>th</sup> 2009 at 7:00p.m.

**WE ARE LOOKING FORWARD TO SEEING YOU THERE!!**

## **APPLICATION PROCESS**

Application packets are available on our website at [icmsokc.com](http://icmsokc.com) or may be picked up at the school.

Please feel free to call should you have any questions.

Independence Charter Middle School  
3232 N.W. 65th Street  
Oklahoma City, OK 73116  
(405)841-3130

**Application forms are due March 3rd 2009**

# INDEPENDENCE CHARTER MIDDLE SCHOOL

3232 Northwest 65th Street  
Oklahoma City, Oklahoma 73116

(405) 841-3130

WELCOME TO THE INDEPENDENCE CHARTER MIDDLE SCHOOL ("ICMS") APPLICATION/LOTTERY PROCESS! We thank you for considering ICMS for your child's/children's future education. We'd like to take a moment to explain the process and lottery to you. ICMS is a charter school. We are required by Oklahoma Statute Title 70 §3-140(A) to run a lottery for student admission every year due to the large number of applicants that wish to attend ICMS. If the applicant lives outside the boundaries of the Oklahoma City Public School District, a copy of the application for transfer from Oklahoma City Public Schools (900 N. Klein) must be included with the Application. Open transfers are available from January 1st to April 1st. We receive several hundred completed Applications each year. The Applications that are complete (e.g., all pages are accompanied with all necessary documentation, printed legibly, turned in timely and accurately) are entered into the database. It is the responsibility of the parent/guardian to assure that the Application is completed properly. Incomplete Applications will not be considered. After the deadline for Applications has passed (**March 3, 2009, 5:00 p.m.**), all applicants are assigned a random number, which is assigned by a computer. Priority is given to applicants who are siblings of a student currently attending ICMS or who attended or graduated from ICMS in the past. The computer will then randomly "sort" the numbers giving us a list from which to work on "Lottery Day". As soon as we have a list, we immediately start calling the names on the list to tell them they made the lottery and ask if their desire is to attend ICMS or not. Letters of Intent are also immediately mailed asking the parent/guardian to please sign and return stating the child's desire to attend and then that child's name is officially included in enrollment the following Fall. Names on the list after this process has filled all the vacancies are considered on the "waiting list". As positions come open due to attrition, moving, etc., we will call applicants on the waiting list to determine if they are still interested in attending ICMS.

Attached you will find a copy of the Application packet. Please read each page **CAREFULLY**. Fill it out completely (either type or print legibly) and return to the school office at ICMS no later than **5:00 p.m., on March 3, 2009**. We will accept either delivery by U.S. Mail or you can hand deliver to the school office. Faxes of Applications will **NOT** be accepted. Any Applications received after that time and date will be considered on the "waiting list" and not a part of the actual lottery process. **PLEASE be sure to give at least two contact phone numbers. ALSO, even if you have a child that has attended or attends ICMS, YOU MUST FILL OUT AN APPLICATION. Also, please be aware that the Teacher Recommendation page must be filled out by a core teacher and returned to ICMS for an Application to be considered complete.** If you would like to call the ICMS office to confirm your application is complete, please feel free to do so. The number is listed above. Thank you.

The Admissions Committee

## **ATTENTION:**

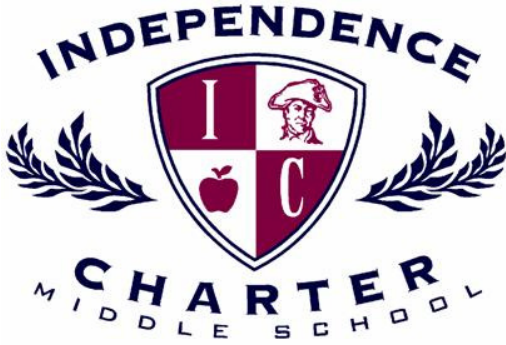
No application will be considered complete without the following:

- \_\_\_ 1. Complete ICMS Application.
- \_\_\_ 2. Parent Code of Conduct signed by you, the parent.
- \_\_\_ 3. Student Code of Conduct signed by your child.
- \_\_\_ 4. Your signature of understanding on the memo titled "Academic Preparation and Proficiency".
- \_\_\_ 5. Letter of Recommendation from your child's core teacher.  
(Confidential)
- \_\_\_ 6. A copy of your child's Attendance and Tardy Record (from last report card).
- \_\_\_ 7. Copy of one utility bill (electric, gas, city services).
- \_\_\_ 8. Copy of parent's drivers license showing residential address family.
- \_\_\_ 9. IF outside of the Oklahoma City Public School District, a copy of the application for transfer.

**NO APPLICATION WILL BE CONSIDERED COMPLETE  
AND PUT INTO THE LOTTERY UNTIL ALL OF THE  
ABOVE INFORMATION IS TURNED IN.  
ALL APPLICATIONS MUST BE PRINTED OR  
TYPEWRITTEN.**

All **COMPLETE** applications received in the ICMS school office, either by U.S. Mail or Hand-Delivery, on or before **5:00 p.m., March 3, 2009** will be put through the lottery. Faxes of applications will **NOT** be accepted. **ALL COMPLETE** applications received after this date and time will be put on a waiting list in the order received.

**\*\*NO EXCEPTIONS \*\***



**DEADLINE MARCH 3, 2009**  
(Must be in the school office no later than 5:00 p.m.)

Date Received \_\_\_\_\_

Time Received \_\_\_\_\_

**INDEPENDENCE CHARTER MIDDLE SCHOOL**

Application to Participate in Admission Lottery

for

School Year 2009-2010

Student's Name \_\_\_\_\_

*PLEASE TYPE OR PRINT LEGIBLY*

Grade Level Completed Spring, 2009 \_\_\_\_\_ Student's Current School \_\_\_\_\_

Home Address \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_

Applying Parent/Legal Guardian \_\_\_\_\_ Relationship to Student \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work # \_\_\_\_\_ Cell # \_\_\_\_\_

Spouse/Non-Custodial Parent \_\_\_\_\_ Relationship to Student \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work # \_\_\_\_\_ Cell # \_\_\_\_\_

Does the student applying have a sibling attending or who graduated from ICMS? \_\_\_\_\_

Name of ICMS sibling \_\_\_\_\_ Current Grade or Year Graduated for sibling \_\_\_\_\_

*Please note that Parent Hours **must** be in good standing for sibling exemption*

**IF ANY OF THE ABOVE INFORMATION CHANGES – THE APPLICANT IS RESPONSIBLE FOR UPDATING THE APPLICATION. ACCEPTANCE OF APPLICATION FOR THE LOTTERY DOES NOT GUARANTEE A SEAT IN THE CLASS.**

**Independence Charter Middle School  
3232 N.W. 65<sup>th</sup> Street  
Oklahoma City, OK 73116**

# INDEPENDENCE CHARTER MIDDLE SCHOOL

## Code of Conduct for Parents:

**I understand that I have chosen to enroll my child/children in the Independence Charter Middle School and to be a vital part of my child's/children's education as an adult role model. With that, I PROMISE:**

- To be a positive role model for my child/children.
- To complete **forty (40)** volunteer hours for one student or **sixty (60)** hours for two siblings for the school year.
- To support my child's/children's education via regular communication to teachers and the administration.
- To monitor my child's/children's study habits and the completion of their homework or assigned projects.
- To conduct myself in a responsible and mature manner in my interactions with teachers, administrators, staff members and students.
- To support classroom rules set by teachers.
- To refrain from profanity in speech and written language at all times.
- To abide by ICMS policy concerning restriction of weapons on school grounds.
- To be financially responsible for the restoration of school property caused by defacing, destruction, or loss of said property by my child/children or ward.
- To enforce the student dress code for my child/children.
- To participate in parent/student continuing education when offered by the school.
- To follow the Code of Conduct while on school grounds and at school-sponsored events and activities.

**I understand that I have made the choice for my child to attend Independence Charter Middle School and that the Governance Committee of the school may modify the Code of Conduct. Furthermore, I understand that all consequences for misconduct, including those for dismissal from the school, are unique to children who attend Independence Charter Middle School.**

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Parent/Guardian Signature

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Date

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Student's Name and Grade (please print)

# INDEPENDENCE CHARTER MIDDLE SCHOOL

## Code of Conduct for Students:

**I understand that I choose my own actions and reactions to others and to situations. I also understand that every choice has a positive or negative consequence. With that, I PROMISE:**

- To treat myself, teachers, peers, and the school grounds with respect.
- To obey classroom rules set by teachers.
- To participate in Physical Education activities and to maintain a healthy lifestyle by avoiding harmful substances and behaviors.
- To refrain from profanity in speech, personal conduct, and written language.
- To settle disputes with my peers, and if unable to settle them, I will use peer mediation.
- To not endanger others or myself by bringing any form of weapon to the school grounds (reference OKC J-24R-1).
- To refrain from vandalizing or misusing any school property (i.e. books, lockers and equipment on school grounds).
- To keep my hands, feet and objects to myself at all times.
- To take responsibility for my own education by arriving at school on time, coming to class prepared and by completing homework or assigned projects on time.
- To not engage in any form of sexual harassment activities (reference OKC J-41).
- To not participate in secret societies (i.e. gangs or occult activities) on school grounds or school sponsored events.
- To follow the school dress code.
- To follow the Code of Conduct of the Oklahoma City Public School District.
- To follow the Code of Conduct at all school sponsored events and activities.

**Furthermore, I understand that all consequences for misconduct are unique to students who choose to attend Independence Charter Middle School, and that the Governance Committee of the school may modify the Code of Conduct. I understand that failure to abide by the Code of Conduct can serve as grounds for dismissal from Independence Charter Middle School.**

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Student Signature

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Date

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Student's Name and Grade (please print)

**MEMO:** To All Parents and Guardians of Applicants  
**FROM:** Independence Charter Middle School Governance Committee  
**SUBJECT:** Academic Preparation and Proficiency

Independence Charter Middle School admits children to our school through a lottery system. There are no academic standards that qualify students for admission. **However, we believe it is important that parents and student sponsors understand that the curriculum that is offered at our school is rigorous and demanding.** The Core Knowledge curriculum is one that assumes that the student has mastered a body of knowledge and is proficient at their grade level in the subjects of science, mathematics, grammar, literature, history, geography, music theory and history, as well as art theory and history. We build on this body of knowledge and prepare each student to succeed in a college preparatory curriculum in their chosen high school. We have noted that after some students are admitted to the school and are assessed in each of these subjects that there appears to be a disparity in the preparation level of a few of these students. Parents have expressed confusion concerning the apparent discrepancy between their child's grade report and our assessment of their skill level. Parents and guardians of applicants should be advised that the very minimum level of preparedness that a student should achieve in order to be successful in our school is mastery of all the PASS skills for their last completed grade level and achievement of a fifth grade reading level.

While we provide special education services to any student accepted to our school with an IEP, we feel it is important that parents of these students are aware of two points. First, one full time and one half time teacher staff our learning lab. They serve the students of our school who qualify for lab services. The Special Education Guidelines dictate a limit to the number of students that each teacher may serve. This ensures that a standard of quality instruction is maintained for each student receiving services. Please be advised that as new students are admitted to our school they will be admitted to our learning lab to be served on a first come, first serve basis. If it is determined that the minimum number of students are being served at this site, any other new students admitted to the school requiring special services will be served in a learning lab at an alternate school site based on availability at that site. We will work with the Oklahoma City Public Schools to assure that each student admitted to our school with an IEP will be served. However, please be advised this may mean that students may need to leave our school and be served for lab service or other special services at another school site. Please be aware of this possibility for your child if they are currently being served under an IEP and are making application to our school. Second, due to the nature of our curriculum, some children with learning challenges have found that the pace and rigor of our curriculum to be frustrating even though alternations are made to their daily work in keeping with that student's IEP.

Our faculty and staff remain committed to challenging each student based on that student's individual abilities. They hold high expectations for each student and for the commitment of parents in supporting their child. If you have any questions concerning this note please feel free to make an appointment with our Principal, Ms. Baker, so your student's individual needs can be addressed

Please sign below indicating that you have read this memo and return it with your application packet.

**I HAVE READ THE ABOVE MEMO REGARDING ACADEMIC PREPARATION AND PROFICIENCY.**

Parent Signature: \_\_\_\_\_

Parent Name: \_\_\_\_\_

*Please print*

Student Applicant Name: \_\_\_\_\_

*Please print*

**Independence Charter Middle School**

3232 N.W. 65<sup>th</sup> Street  
 Oklahoma City, OK 73116  
 (405) 841-3130  
 FAX: (405) 841-3134

Current Core Teacher Recommendation Form  
 (We ask that you please fill in all blanks)

Student Name \_\_\_\_\_ Date \_\_\_\_\_  
 (*Please print first and last name*)

Please fill in the appropriate box for each description - on a scale of 1-10 with 1 being least suited and 10 being most suited.)

	1	2	3	4	5	6	7	8	9	10
Academic Potential										
Academic Achievement										
Ability To Communicate										
Ability To Write										
Critical/Abstract Thinking										
Math Skills										
Self-Motivation										
Good Study Habits										
Follows Directions										
Seeks Help When Needed										
Integrity and Honesty										
Complies with Rules										
Fulfills Responsibilities										
Involved in School Activities										
Gets Along Well With Peers										
Good Classroom Conduct										

How long have you known this applicant? \_\_\_\_\_  
 Additional Comments \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Teacher Signature \_\_\_\_\_  
 Name of School \_\_\_\_\_  
 School Address \_\_\_\_\_ Phone No. \_\_\_\_\_

Are there any special accommodations for this student?  
 \_\_\_\_\_ Gifted/Talented  
 \_\_\_\_\_ IEP  
 \_\_\_\_\_ English second language

Thank you for your time and valued input, all information will be kept confidential.

**Deadline is March 3, 2009 at 5:00 p.m.**