

MARCO ISLAND CHARTER MIDDLE SCHOOL

2016-17



7th Grade Enrollment Package

Open Enrollment Period

Starts on February 16th at 8:00 AM and ends on February 29th at 3:00 PM.

The purpose of Open Enrollment is to allow every family an equal opportunity to enroll in the charter school. MICMS is a sought after school that historically fills to capacity quickly. During the open enrollment period, if there are more applications per grade level, than available seats or openings, a lottery system is used to determine which students are admitted. While enrichment courses are filled on a lottery basis for students during the open enrollment period, at the conclusion of this period enrichment courses are assigned on a first come first served basis.

Continued Enrollment Period After the Open Enrollment Period ends we enter the Continued Enrollment period where classes and student slots are filled on a first come first serve basis. Families considering waiting for this period run the risk of not obtaining the elective class that their son or daughter might want and potentially not being admitted to school due to a lack of available seats at the particular grade level.



MARCO ISLAND CHARTER MIDDLE SCHOOL

A PUBLIC SCHOOL IN COLLIER COUNTY

1401 Trinidad Avenue, Marco Island, Florida 34145 Telephone (239) 377-3200 Fax 377-3201

WHERE CHILDREN LEARN TO SUCCEED

Office of the C.E.O./Principal

Dear Parent/Guardian:

Welcome to our School!



The Open Enrollment period for the 2016-17 school year is scheduled for February 16, 2016 through February 29, 2016 at 3 PM. Only parents/legal guardians may enroll their child at Marco Island Charter Middle School. Please be mindful that we do not accept any incomplete enrollment packages and that all pages of the enrollment package must be filled in prior to submission. Completed applications must be hand delivered to Maria Hayden or Rona Donato at MICMS. DO NOT MAIL OR FAX APPLICATIONS or drop them off at the front desk.

Marco Island Charter Middle School has been designated a high performing charter school by the state of Florida. Our academic program strives to provide the highest quality of education, build a strong foundation for life-long learning, value the individual, foster community and respond to the changing needs of society. We work to help each student acquire attitudes, knowledge and skills that contribute to effective learning in school and across their life span.

MICMS follows both the Collier County and the State of Florida Pupil Progression Plan. Academic excellence is expected from each student. When students perform at or beyond grade level expectations, they are promoted to the next grade. There are isolated occurrences when a student does not successfully complete all core courses. When this occurs, state law compels the middle school not to promote the student until the student does successfully complete the course in which the failed grade was earned. In addition the student must be placed in an alternative learning environment, which we currently do not have.

The entire staff at Marco Island Charter Middle School is committed to the success of each one of our students. We work as a team to ensure our students have a safe, clean, positive and productive learning environment by holding our students to the highest expectations. We depend on families to work as partners in our educational program as this is a critical component of our success. Our experience tells us that a strong relationship between home and school is necessary to foster academic and social excellence and help us achieve our mission.

Sincerely,

George R. Abounader

George Abounader, M.Ed.

**DESIGNATED BY THE FLORIDA DEPARTMENT OF EDUCATION:
HIGH PERFORMING CHARTER SCHOOL**

Lottery Procedures and Waiting List

Students are admitted to Marco Island Charter Middle School, regardless of race, gender, religion or ethnic origin and our admission and dismissal procedures are equitable for all students, as prescribed by Florida Statutes.

When the number of applicants during the Open Enrollment period exceeds the seat capacity per grade level, a lottery will be held to determine which students receive a seat in the school and to establish the order on the Waiting List that follows the lottery and the Open Enrollment period. Guidelines for admission and for the lottery are prescribed within statute and are as follows:

Applicants who will have a sibling in the school during the academic year for which they are applying, applicants who are children of the school's employee and/or School Board, or applicants whose parent is serving active duty in any branch of the U.S. Armed Forces are granted lottery priority, as prescribed by Florida Statute, and will be placed in a "separate" lottery and assigned a "seat/space" ahead of those applicants participating in the "regular" lottery.

Regarding the lottery process, each application will be given a number, and all numbers for each grade level will be placed in a container. Numbers will be drawn on a random basis and all available seats will be filled based on the order of their drawing. All numbers will be picked- and the remainder will be used to create the waiting list (the list will be developed based on the number order).

There will be at least two staff members present during the lottery drawing, and the lottery will be open to the public

As openings arise throughout the year, the next child on the waiting list for that particular classroom will be offered the "seat/space".

The parent has 48 hours to accept/refuse the seat and complete all required documentation for admission into program. If the parent is not able to do so, the seat will go to the next child on the waiting list.

Volunteer Agreement: HELP NEEDED AND REQUIRED!

Marco Island Charter Middle School receives 2% less per student than the regular public middle schools to pay its operating costs. Since public middle schools are having a very difficult time paying today's bills while receiving 100% per student funding, imagine how critical the need is and how difficult it is to pay bills while receiving only 98% per student funding. [Our charter school must make up the difference.](#)

In addition, because our school wants to give every student the best possible middle school education, we offer more opportunities than the regular public middle school for students to study band, chorus, art, and to participate in interscholastic team sports. These programs are costly but highly valued by our parents/guardians, students, and our school. [Our charter school must make up the difference.](#)

Moreover, our facilities unlike most public middle schools include a gymnasium, with bleachers that hold 450 people and a concession area. While we rejoice in this beautiful facility that houses the aforementioned life enriching programs, the maintenance and utility costs generated by our buildings must be paid for by our charter school and not the District. We do not get reimbursed for these costs. [Our charter school must make up the difference.](#)

Bus Service for many of our students is costly, usually over \$100,000 per year. Again, our school and not the District must pay for this service. [Our charter school must make up the difference.](#)

Marco Island Charter Middle School and its parents/guardians take great pride in the school's and its students' successes and know the hard work and commitment that each family must make to continue the school's successes. The School needs parents/guardians to be active stakeholders in their child's academic successes and requires each family to contribute forty (40) hours of volunteer time to the School to offset some of its costs.

Parents/Guardians have many opportunities to volunteer their time at school. Volunteer sign-ups will be available throughout the school year. Most parents/guardians are busy; therefore, please find below a list that details a variety of ways in which volunteer hours can be completed:

1. Work in the lunchroom
2. Work on Super Saturdays Clean Ups
3. Donation to classroom/school supplies
4. Substitute Teaching
5. Donate resource items to school
6. Clerical/copying
7. Support the School's fundraising projects by volunteering at these functions, selling tickets, and/or contributing items, etc.
8. Chaperone on school fieldtrips or at dances
9. Other

I understand that by re-enrolling my child at Marco Island Charter Middle School, I am required to perform forty (40) volunteer hours and agree to do so and failure to complete the minimum of forty (40) volunteer hours could deny my child a seat at MICMS for the following school year.

Parent/Guardian Signature

date _____



Annual Student Emergency Information Card for School Year 2016-17
THIS CARD MUST BE COMPLETED BY PARENTS/GUARDIAN AND SIGNED EACH SCHOOL YEAR
Please notify the school immediately if any of the following information changes during the year

School:	Teacher:	Student ID #:	Grade:
Reviewed by:	TERMS Updated (Date): _____		

Parent/Guardian- Please complete all areas below (print), even if same as last year, and return.

Student's Legal Name: Last		First	Middle		
Also known as (alias): Last		First	Middle		
Sex Male Female	Date of Birth: Month/Day/Year ____/____/____		Is your child covered by: ___ Private health insurance ___ Medicaid ___ Healthy Kids/Kid Care ___ No insurance		
Does student live with parent? Both Mother Father If no, name/relationship of guardian: _____					
Court-ordered custody document provided? Yes No If yes, please provide a copy for our records					
Court ordered restraining order? Yes No If yes, please provide a copy for our records					
Student's Home Address:		Apt#	Student's Mailing Address if a P.O. Box :		
City	State	Zip	City	State	Zip
Is this a new address from last year? Yes No If yes, you must contact the school office					
Student Transportation: Walker Bus Car rider; with whom?					

Contact and Emergency Information (Attach additional page if necessary)

Please specify if you wish for a particular parent/guardian to be contacted first

Parent/Guardian Name (Please include address if different from student)	Home Phone	Work Phone	Cell phone or Pager	Authorized Pickup	Legal Custody
Mother/Guardian Name Address (If different) E-mail:				Yes No	Yes No
Father/Guardian Name Address (If different) E-mail:				Yes No	Yes No
Other (Name/Relationship Address (If different))				Yes No	Yes No
If parent/guardian cannot be reached please notify the person(s) below in case of an emergency.					
Emergency Contact (Name/Relationship)				Yes No	Yes No
Emergency Contact (Name/Relationship)				Yes No	Yes No
Please provide names of other children attending Collier County Public Schools:	Current District School Attending:				



Annual Student Emergency Information Card for School Year 2016-17
THIS CARD MUST BE COMPLETED BY PARENTS/GUARDIAN AND SIGNED EACH SCHOOL YEAR
Please notify the school immediately if any of the following information changes during the year

Name of Reviewing School Nurse: _____ Date Reviewed: _____ Actions: _____

Student Health and Medical Information

Name of Child's Physician:	Phone Number:
Name of Child's Dentist:	Phone Number:

Does your child have any health conditions that school staff members should be aware of? No Yes
 If yes, please briefly describe the condition and any assistance needed at school: _____

*****You must contact the school nurse if the student has a health condition.*****

Does your child have any allergies? No Yes - If yes, list _____
 Does the allergy require life-saving medication? No Yes – List medication needed: _____

Does your child have any heart conditions? No Yes If yes, describe _____
 Does your child have asthma? No Yes Does your child need asthma medicine at school? No Yes
 If yes, list asthma medication needed at school: _____

Does your child require medication at school on a regular basis? No Yes If yes, specify _____

(A completed and signed Medication Authorization form must be submitted to the school before medication may be administered.)

This form is available at: <http://www.collierschools.com/parents/forms.asp>

Section I. Notification of Health Services to be Provided: The District School Board of Collier County (CCPS) provides health services to students in partnership with: Florida Department of Health, Collier County, (FDOH), NCH Healthcare System, Inc. (NCH), the Ronald McDonald Care Mobile, Florida's Vision Quest, (FVQ), University of Florida College of Dentistry, and Florida Heiken Children's Vision Program (Heiken). The partners are required by law to maintain the privacy of your child's protected health information. Immunization information required for school attendance may be shared between CCPS and FDOH. FDOH Collier will provide state-mandated vision, hearing, height and weight, and scoliosis screenings. Florida's Vision Quest Inc. will provide vision screening for students at Title 1 schools. If a follow-up vision examination is needed and if your child is eligible, Heiken or Florida's Vision Quest may provide this examination and glasses, if needed, free of charge. The results of these screenings will be shared with designated CCPS employees, contracted health care providers and partners. University of Florida College of Dentistry will provide dental screening of all students in grade 3. **If I do not want my child to receive these services, I will notify the school in writing of the specific services that are being declined by September 4, 2016.** For more information, visit the district website at: <http://www.collierschools.com/parents/health.asp>

Section II. Medicaid Notification and Consent: If my child is covered by Medicaid and receives services under an Individual Education Plan (IEP), information may be used by the District to bill Medicaid for the following: behavioral or health services (occupational, physical, speech-language therapy, nursing, and augmentative services) as established on the IEP. IEP services are provided at no cost, regardless of consent. Parental consent may be withdrawn at any time. Any billing authorization records disclosed are available upon request. If my child is covered by Medicaid and receives services under an IEP, I consent for the District to bill Medicaid for those services provided.

Section III. Parent/Guardian Consent: By my signature below I accept responsibility to notify my child's school of any changes of my home address and/or phone number. I understand that EMS (911) will be called in the event of a serious accident or illness warranting evaluation and/or transport. I will assume responsibility for payment for EMS services. In case of an accident or illness for which immediate treatment is not needed, but my child is unable to remain in school, I request the school contact the parent(s)/guardian(s). If unable to reach a parent or guardian, I request that one of the person(s) listed on this card be contacted to pick up and/or care for my child.

Section IV. Parental Certification and Responsibilities: I certify that the above emergency and health information is true and accurate to the best of my knowledge. I understand and agree that if my child has a health condition that may require management while he/she is in school, it is my responsibility to inform the school principal and/or school nurse of the health condition(s) and discuss a plan of care. By signing this document, I understand and agree that information contained on this card, including phone number for follow-up of potential health conditions may be shared with appropriate school staff, District partners, District after-school programs, and health care professionals according to the Health Insurance Portability and Accountability Act (HIPAA).

_____	_____	_____	_____
Print Name of Parent/Guardian	Signature	Relationship	Date

Film/Video Viewing Approval

I understand and acknowledge that, from time to time, Marco Island Charter Middle School will show films and videos to my child in various school locations. I authorize the showing of all G and PG Rated films and videos to my child. I will be given a chance to "opt out" of viewing any material that I deem unsuitable to my child. It is the responsibility of the student to bring home the "opt out" form. If I "opt out," my child will be given an alternate activity in a different location.

date _____

Parent/Guardian Signature

Photography Approval

I understand and acknowledge that from time to time, Marco Island Charter Middle School and news media may publish photographs, quotations or other relevant information of my child in various school publications and the local news media. Publications in which my child's photograph, quotation or other relevant information may appear include, but are not necessarily limited to, the yearbook, academic planning guide, school brochures, school newspaper, the school's world wide web site and news media.

I authorize the publication of my child's photograph, quotation or other relevant information in such school district publications or news media. I understand and acknowledge that neither my child nor I will receive any compensation for such photographs or quotations.

With respect to such photographs, quotations or other relevant information, I waive any and all protections afforded me and my child relevant to this matter, and I agree to hold Marco Island charter Middle School, its Board Members, Employees, Agents and Assigns harmless against any and all claims, liability, loss, or 3 damage, including attorney's fees, caused or in any way arising out of the publication of my child's photograph, quotations or other relevant information.

___ I DO authorize the school to take, obtain or issue photographs or quotations of my child to whomever the school deems necessary.

___ I DO NOT authorize the school to take, obtain or issue photographs or quotations of my child to whomever the school deems necessary.

date _____

Parent/Guardian Signature

Computer Network Acceptable Use Policy

Students are required to read the following agreement and sign the statement at the end of this section before access to the school computer network is given:

Educational Purpose of Receiving Access to the Network - to promote educational excellence by facilitating resource sharing, innovation, and communication. The Network has not been established as a public access service or a public forum. Therefore, MICMS has the right to place reasonable restrictions on the materials you access or post through the system. You are also expected to follow the rules for acceptable use set forth in this document.

Access To The Network - The MICMS Network is the gateway to many resources including the World Wide Web and e-mail. These tools are available in the classrooms, media centers, and in the computer labs. MICMS believes that the valuable information and interaction available on this worldwide network far outweigh the possibility that users may procure material that is not consistent with the educational goals of MICMS. Therefore, MICMS has taken available precautions to restrict access to controversial materials on the Internet. Clearly, on a global Network, it is impossible to control all materials, and an industrious user may discover controversial information despite these precautions. You should have no reasonable expectation of privacy when using the Network. Routine maintenance and monitoring of the system raise the potential that information about the inappropriate use of the system will be discovered. An individual search will be conducted if there is reasonable suspicion that you have violated this agreement.

Acceptable Use - The smooth operation of the Network relies upon the proper conduct of the end-users who must adhere to the terms and conditions of this Acceptable Use Policy. In order to fulfill its educational purpose, MICMS must impose certain restrictions on Network activities. The following uses of the Network are considered unacceptable:

1. **Personal Safety and Privacy** - You will not post personal contact information about yourself anywhere on the Network. Personal contact information includes your home address, telephone number, school address, and work address.
2. **Illegal Activities** - You will not attempt to gain unauthorized access to the Network or any other computer system through the Network. This includes attempting to log in through another person's account or accessing another person's files. You will not make deliberate attempts to vandalize the computer system or destroy data by spreading computer viruses or by any other means.
3. **System Security** - You are responsible for your individual account and must take all reasonable precautions to prevent others from being able to use your account. Under no conditions should you provide your password to another person. You will immediately notify a teacher or the system administrator if you have identified a possible security problem.
4. **Inappropriate Language** - Restrictions against inappropriate language apply to public messages, private messages, and material posted on Web pages. You will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language.
5. **Privacy** - You will not repost a message that was sent to you privately without permission of the person who sent you the message. You will not post private information, including personal contact information, about another person.
6. **Resource Limits** - You will use the system only for the educational purposes as stated in this policy. You will not download files from the Internet, install programs, or change the system's set-up properties without permission of your teacher or the system administrator. You will not play any games except those sanctioned by the administration. You will not post or respond to chain letters or engage in "spamming." Spamming is sending an annoying or unnecessary message to a large number of people.
7. **Copyright Infringement and Plagiarism** - You will respect the rights of copyright owners. Copyright infringement occurs when you inappropriately reproduce a work that is protected by a copyright. If a work contains language that specifies appropriate use, you should follow the expressed requirements. If you are unsure whether or not you can use a source, you should request permission from the copyright owner. You will not plagiarize works that you find on the Internet. Plagiarism is taking the ideas or writings of others and presenting them as if they were your own.
8. **Inappropriate Access to Material** - You will not use the Network to access material that is designated for adults only or is profane or obscene, that advocates illegal or dangerous acts, or that advocates violence or discrimination towards other people.

Disciplinary Actions - The use of the MICMS Network is a privilege, not a right. Inappropriate use of the Network will result in the cancellation of those privileges and any additional consequences that the school deems appropriate up to and including expulsion. The system administrator may close an account at any time as required. The administration, faculty, and staff may request, for cause, the administrator to deny, revoke, or suspend specific user accounts. Any student identified as a security risk may be denied access. MICMS will cooperate fully with local, state, or federal officials in any investigation related to illegal activities conducted through the Network.

Limitation of Liability - MICMS makes no guarantee that the functions or the services provided by or through the system will be error-free or without defect. MICMS will not be responsible for any damages you may suffer, including but not limited to loss of data or service interruptions. MICMS is not responsible for the accuracy or quality of the information obtained or stored on the system. MICMS will not be responsible for financial obligations arising through the unauthorized use of the system. Your parent or legal guardian can be held financially responsible for any harm to the system resulting from intentional misuse.

Computer Network Acceptable Use Policy Approval:

I understand any violations of the Computer Network Acceptable Use Policy will result in the loss of my user account and may result in further disciplinary and/or legal action.

Student Signature _____ date _____

As the parent or guardian of this student, I have read the Computer Network Acceptable Use Policy and understand that access to electronic information resources is designed for educational purposes. I understand that it is impossible for Marco Island Charter Middle School to restrict access to all controversial materials, and I will not hold MICMS responsible for controversial materials my child acquires on the Network. I hereby give my permission to issue an account for my child and certify that the information contained on this form is correct.

Parent/Guardian Signature _____ date _____

The School Board of Collier County Attendance Policy

The classroom experience is of unique value and that it cannot be duplicated by make-up work. Student interaction and the development of ideas through discussion are lost when a student is absent. A student's enrollment in a course is his/her commitment to attend all class sessions. Therefore, it is the intent of this policy to disallow students from being absent from class unless a situation exists which makes their absence absolutely necessary.

Absences

A. Excused Absences include:

1. an illness of the student documented by a doctor's statement or a documented medical/dental appointment
2. an observance of an established religious holiday or for pre-arranged religious instruction as defined in F.S. 1003.21 (documentation of the religious affiliation of the student may be required by school officials)
3. a court subpoena, a required court appearance, or placement in detention at a juvenile center in which the student continues his/her education

B. Approved School-Related Activities (not to be counted as absences):

1. academic activity or school-sponsored field trip directly related to the instructional outcomes of one (1) or more courses
2. other approved student activities such as Student Council, National Honor Society, class meetings, and academic/athletic competitions

The student's parent or legal guardian shall make a call to the school or give advance written notification to the school when a student will be absent for excused reasons.

C. Validated Absences

Brief illness, appointments, and family business are considered absences for purposes of meeting attendance policy requirements. Absences must be documented by written notes from parents.

D. Unexcused Absences

Unexcused absences shall include, but not be limited to out-of-school suspensions, truancy, class cuts, and tardies to class of ten (10) minutes or more.

A student is tardy when the student arrives after the beginning of the school day or when the student is not inside the assigned room of a class when the tardy bell rings.

A student's tardiness to school or early dismissal from school shall be excused at the discretion of the principal or designee. A student who is habitually late to school and/or chronically dismissed early shall be subject to disciplinary action by the school administration including but not limited to in-school suspension, a required parent conference, and/or referral to Truancy Court.

A student shall be considered truant when absent without parent or legal guardian permission or when the parent or legal guardian consents to unnecessary absences (e.g., vacations, etc.) which will be recorded as unexcused.

High School Course Credit - High school course credit shall be a function of demonstrated mastery of the student performance standards in the course of study as provided by the rules of the Board. At the high school level and for high school courses taken at middle school, credit is earned by attaining a passing average for the semester and by accumulating no more than nine (9) days absent for the semester. No distinction will be made between excused, validated, and unexcused absences when calculating absences for earning of credit.

Attendance Requirements - Participants in interscholastic or extracurricular activities must attend their scheduled school day to be eligible to participate on activities that day.

Parent/Guardian Signature _____ date _____

Civics Requirement

The State Board of Education adopted new K-12 Social Studies Standards in 2008 called the Next Generation Sunshine State Standards (NGSSS). In 2010, the State Legislature passed the Justice Sandra Day O'Connor Civics Education Act: HB 105 which has been written into the 2011 Florida Statute Title XLVIII Education Code. The Statute can be found at www.myflorida.com. Beginning in 2013-2014, seventh grade students were required to take a Civics end-of course exam that counts for 30% of their final grade.

MIDDLE SCHOOL STUDENT PROGRESSION

Students in middle school must complete the following 15 core courses in the order listed below, and the career component which is offered in Grade 8.

Grade 6	Grade 7	Grade 8
M/J Language Arts 1	M/J Language Arts 2	M/J Language Arts 3
M/J Math 1	M/J Math 2	Pre - Algebra/or Algebra
Comprehensive Science	Comprehensive Science	Comprehensive Science
M/J World History	M/J Civics	M/J US History
Reading	Reading	Reading
		Career Planning

Middle school students, scoring in the lowest quartile will receive reading/math intervention the following year and WILL be placed in an intensive class. ESE students will be scheduled into a learning strategies class and ELL students or students with 504 plans will be scheduled into a critical thinking class for additional support.

Elective Option if available (select three in order of preference with 1 being a student's first choice)

_____ Continue in Band

_____ Beginning Band

Note: Because of the performance nature of music and the team effort required to perform with an instrumental ensemble, it is imperative that students and their families realize that band is a commitment of time, money, effort, and emotion. Each and every member of the ensemble is crucial to the success of the overall ensemble. It is a group endeavor, and is therefore a requirement for each student to be present and to put forth his or her best effort at each and every performance throughout the school year. Students who are not able to make this commitment should select another elective.

_____ Chorus/Starz

_____ Spanish 1

_____ Debate

_____ Art

NO SHOTS - NO SCHOOL

1. An up-to-date Tetanus vaccine is mandatory. Tdap (Tetanus, diphtheria, and acellular pertussis) vaccine is required instead of the older Tetanus and diphtheria (Td) vaccine. Tdap should be administered to meet the 7th grade requirement, regardless of the interval since the last tetanus- or diphtheria-toxoid containing vaccine.
2. The 2-dose MMR and 3-dose Hepatitis B series must be completed before entry into 7th grade.

The Collier County Health Department provides school age immunizations, free of charge, on a walk-in basis at NAPLES (Main Immunization) CLINIC located at Government Complex, Bldg. H Collier County Health Department, 3339 E. Tamiami Trail, Call (239) 252-8595 or 252-2564 for more information.

_____ I understand that my child will NOT be allowed to start 7th grade without the required immunizations

Parent/Guardian Signature _____ date _____

Consumable Items Charges

In Florida, charter schools are public schools and there is absolutely no tuition to attend charter schools. There are, however, charges incurred by students for consumable items.

The consumable items include a school lock for the student's locker (for security reasons, it must be a school and not a personal lock and issued by the school), an agenda book (which the student will receive at the beginning of the next school year, science instructional materials (most of which are used in experiments), photocopies (that will be issued to your student throughout the year), and may also include Art Supplies/Some Band Supplies/Keyboard Supplies.

The charge for your student's consumable items for this year is seventy-five dollars (\$75). Please have this money at the time of submitting these documents; otherwise, the Re-Enrollment process will be incomplete.

Please know that additional charges will be incurred, for example uniforms, P.E. clothes, Jazz Band shirts, musical instrument rental costs, field trips, items on the grade level school supply list, etc..

Thank you for understanding our mission of providing your child with an excellent academic program.