

Southeast Middle School Admission Information Packet 2020-2021 School Year

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Oklahoma City, Oklahoma 73139
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This application is to be completed by interested students currently enrolled or residing within the OKCPS district. Students that live outside of the OKCPS district may complete this application but will be considered **only** if they meet all program requirements and seats are available for the 2020-2021 school year.

APPLICATION DEADLINE: February 17, 2020

Dear Student and Parent,

The faculty and administration are pleased that you are considering making an application to Southeast Middle School, is STEM-focused school with a strong commitment to academic success. We believe that by becoming a learning community all participants in the learning process will be strengthened in order to reach their maximum potential.

Southeast Middle School is an intense academic program and requires much time and effort. Please understand that this program may differ from previous school experiences for most students. Transitioning from elementary to middle school is a major life change for students everywhere, but even more intense for Southeast students. However, when you are accepted to Southeast Middle School, you enter the Spartan family. With proper communication between parent, student, and educator, we believe that all students can be successful.

This We Believe

Southeast Middle School seeks to admit bright and promising students from a broad range of socioeconomic, cultural and Oklahoma City community origins. We look for students who have the potential to develop academic competence, talent, creativity and leadership. We employ a variety of measures to predict a student's preparedness to succeed at Southeast. While academic successes gauged by test scores and grades are an important factor, subjective measures are utilized to measure a student's willingness to take on the challenges of the Southeast experience.

Southeast seeks to combine a diverse population of student interests that provide a rich variety of experiences and worldviews. Learning to live in a diverse world transcends classroom interaction and promotes a community of reflective, principled and caring learners. The student selected for admission to Southeast is one that will enrich the learning environment, thus increasing the value of education for the entire student body.

Successful students at Southeast shall make a commitment to the rigor of the requirements and will sacrifice some activities to fulfill that commitment. Due to the nature of the college preparatory curriculum, students, with parental support, will be expected to be prepared to complete accelerated work at each grade level. It will be the student's responsibility to participate in intervention plans to reinforce areas of deficiency.

Exit Policy

Attending Southeast Middle School is a privilege. Students are admitted through the application process. Since Southeast does not have an attendance boundary, every student will be on a special intra-district transfer on a year-by-year basis. Transfers may be revoked at the end of the school year for low academic performance, poor attendance or failure to abide by school rules. Major infractions resulting in long-term suspensions will result in the revocation of a transfer. Students that are failing two or more subjects may not be allowed to return the following school year. **All students admitted must sign the Parent/Student contract included in this application.**

Admission Requirements

The following criteria will be considered when selecting students for admission to Southeast Middle School:

1. State Assessments in Mathematics and English/Language Arts
2. Academic Growth (OPI) of the state Math and ELA Assessment
3. Excellent Student Attendance
4. Positive Teacher Recommendations (2 Teacher Recommendations Required)
5. Academic Performance demonstrated on school report card.
6. Student Reading Lexile
7. Writing Sample (3-5 paragraphs)

APPLICATION DEADLINE: April 1, 2019 Important Application Dates

Please examine all application materials carefully and note the following dates:

Event	Date
Application Window Open	January 15, 2020
Elementary Site Visits	January 27-February 17
Southeast Middle School Parent Information Meetings (choose one)	January 20, 2020 5pm January 27, 2020 5pm February 3, 2020 5pm February 10, 2020 5pm
Application Due Date	February 17, 2020
Notification	March 23- April1, 2020

Application Completion Checklist

PLEASE READ CAREFULLY!!!!

All parts of the application must be turned in at the same time. There will be workshops for families that need assistance in completing this application. Please make sure that the following items are included with your completed application:

NOTE: Some of the information below is automatically collected for students that live inside the Oklahoma City Public Schools boundary. If you live outside of our district boundary please provide all documentation listed below.

- _____ State Assessments in Mathematics and English/Language Arts (required by out of district students only)
- _____ Gifted and Talented Status: Students will receive bonus points for meeting this requirement (required by out of district students only)
- _____ Grades: Copy of your child's current grade report card (2 years)
- _____ Copy of your child's attendance record (2 years)
- _____ Two recommendation forms in sealed envelopes with staff member signature across the seal of the envelope.
- _____ Proof of residence: copy of a current utility bill. This is the home where the student resides. Please write your child's name on the copy of the utility bill.

Southeast Middle School Application

Part 1: Student Information

Student Name _____ ID# _____

Entry Grade : ___5th ___6th ___7th ___8th

Current School : _____ OKCPS _____ out of district

Address: _____

Home Phone : _____ Cell Phone: _____

Birthdate: _____ Male _____ Female _____

Part 2: Writing Sample (Will be read and scored by the admission team)

Write a 3-5 paragraph essay. Choose 1 of the prompts below.

New inventions have changed the way we live. Think about one invention that has had an impact on the way you live. Write an essay to explain how this invention has changed your life.

OR

There are positive and negative things about being on a team, such as the school soccer team or school band. Write an essay in explaining both. Be sure to explain each point fully.

Essay should be handwritten by the student on 1-2 sheets of loose leaf notebook paper.

Part 3: Parent/Guardian Information

Mother's/Guardian's Name: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Father's/Guardian's Name: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

E-mail address (required): _____

Parent/Guardian Acknowledgment

I grant permission for my son/daughter, if accepted, to attend Southeast Middle School. I also give permission for Southeast Middle School officials to obtain reports on my student's achievement/aptitude test scores and other related information from other schools. I understand that all grades, test results and teacher/other recommendations will be held in confidence by all Southeast Middle School staff and that the application will not be returned to the student or parent.

Parent's/Guardian's Signature: _____

**2020-2021 Southeast Middle School
Student/Parent Contract**

Student Name _____ ID _____

Southeast Middle School has a shared mission and responsibility to ensure that all students are academically prepared, high quality, global citizens. To maintain this high standard, all students must agree to the following:

1. Remain in good standing, meeting all program/school requirements.
2. Take core courses at Southeast Middle School, minimum 5 core classes per semester.
3. Maintain academic excellence, 2.5 unweighted overall GPA, and no more than 1 F or 2 D's in a semester or school year.
4. Attend required tutoring or intervention services if assigned by staff due to grades or skill deficit.
5. Exhibit exemplary disciplinary conduct. Two or more discipline referrals in a semester may result in immediate return to home school.
6. Middle School-any middle school student who earns two semester F during a school year may be returned to his/her home school.
7. Parents will need to have an email address that is checked regularly to receive school communications. Parents are asked to register for Parent Portal on Infinite Campus to stay informed about academic progress.
8. Student Conduct: Each student is expected to comply with all guidelines as outlined by the OKCPS student handbook.
9. Attendance: Each student is expected to have satisfactory attendance as outlined by OKCPS.
10. Dress Code: Southeast Middle School strictly enforces the OKCPS dress code policy, daily. Students are given a citation warning about dress code, if found in excessive violation.
11. Cell Phones: Cell phones may be used for academic purposes under the supervision of teachers. Cell phones may be used for emergency or urgent communication with parents, but in a non-intrusive manner. No harassing, bullying, illegal, or threatening behavior will be tolerated.

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Student Signature _____ Parent Signature _____

Teacher Recommendation

Applicant's Name: _____

To the Teacher: All information you provide will be held confidential. Your recommendation will be used to evaluate the appropriateness of this student's possible enrollment at Southeast Middle School. Thank you for your time in completing this evaluation. **Please FILL IN the appropriate box for each description.**

	Poor	Fair	Satisfactory	Excellent	
Academic Potential					
Intellectual Curiosity					
Discipline					
Ability to Write					
Critical/Abstract Thinking					
Oral Expression of Ideas*					
Self-Motivation					
Participation					
Seeks help					
Work well in groups					
Honesty/Integrity					

Provide an over score of 1-5 of the students suitability based on the above categories. (1 is least suitable, 5 is best suited for Southeast Middle School) 1 2 3 4 5 (Circle one).

How long have you known this applicant? _____

In what capacity have you known or worked with the applicant? _____

Teacher's Signature: _____ Date: _____

School Subject: _____ School: _____

School Address: _____ Phone : _____

Additional comments (include any academic/discipline concerns):

Please enclose this recommendation in a sealed envelope (signature across seal) and return to applicant. This completed form **MUST** be submitted **WITH** completed application or mailed to the school. Application Deadline is February 17, 2020

Teacher Recommendation

Applicant's Name: _____

To the Teacher: All information you provide will be held confidential. Your recommendation will be used to evaluate the appropriateness of this student's possible enrollment at Southeast Middle School. Thank you for your time in completing this evaluation. Please FILL IN the appropriate box for each description.

	Poor	Fair	Satisfactory	Excellent	
Academic Potential					
Intellectual Curiosity					
Discipline					
Ability to Write					
Critical/Abstract Thinking					
Oral Expression of Ideas*					
Self-Motivation					
Participation					
Need for support/intervention					
Work well in groups					
Honesty/Integrity					

Provide an over score of 1-5 of the students suitability based on the above categories. (1 is least suitable, 5 is best suited for Southeast Middle School) 1 2 3 4 5 (Circle one).

How long have you known this applicant? _____

In what capacity have you known or worked with the applicant? _____

Teacher's Signature: _____ Date: _____

School Subject: _____ School: _____

School Address: _____ Phone : _____

Additional comments (include any academic/discipline concerns, need for support/intervention):

Please enclose this recommendation in a sealed envelope (signature across seal) and return to applicant. This completed form **MUST** be submitted WITH completed application or mailed to the school. Application Deadline is February 17, 2020.