

OPEN-ENROLLMENT CHARTER CONTRACT RENEWAL APPLICATION

Section I. Current Information in Charter School Tracking System

Charter Holder Name: MONTESSORI ASSOCIATION OF SOUTH TEXAS (MAST)

Charter School Name: CORPUS CHRISTI MONTESSORI SCHOOL

Charter School County/District #: 178-807

Generation: 10

Maximum Approved Enrollment: 300

Grades Approved: 1,2,3,4,5,6,7,8

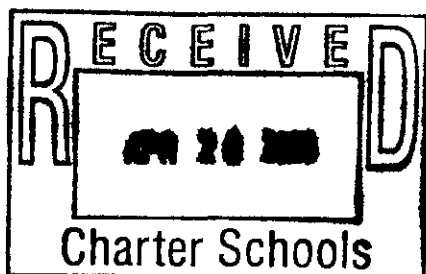
Campuses:

178807101
CORPUS CHRISTI MONTESSORI SCHOOL
3530 Gollihar Road
Corpus Christi, TX 78415
Grade Levels Currently Served:
01,02,03,04,05,06

Geographical Boundary:

The original charter application and amendment history reflects that the following district(s) comprise the charter school's geographic boundary:

CORPUS CHRISTI ISD
FLOUR BLUFF ISD
LONDON ISD
WEST OSO ISD



Section II. Contact Information

The persons listed below will be contacted by agency staff if there are issues to be resolved in any of the sections.

Superintendent Contact Information:

Superintendent's Name: Sylvia D. Gaertner
Telephone Number: 361-852-0707
Fax Number: 361-852-0640
E-mail Address: sdgaertner@ccmscharter.org

Charter Holder Board Chair Contact Information:

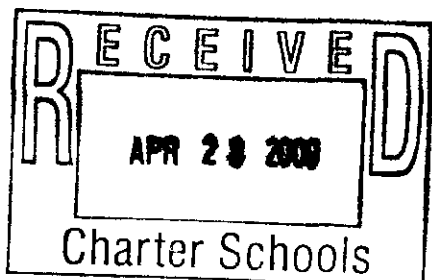
Charter Holder Board Chair's Name: Kellie Jarvis
Telephone Number: 361-853-3858
Fax Number: 361-852-0640
E-mail Address: kellie.jarvis@tamucc.edu

Application Preparer's Contact Information:

Contact Name: Sylvia D. Gaertner
Telephone Number: 361-852-0707
Fax Number: 361-852-0640
E-mail Address: sdgaertner@ccmscharter.org

Charter School Website:

Web address if available: www.corpuschristimontessori.com

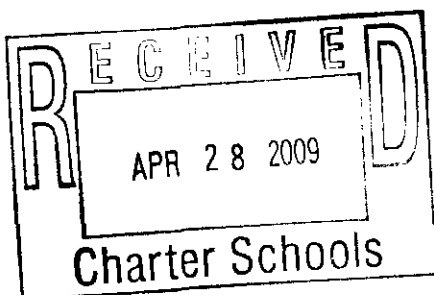


Section III. Organizational Chart

Submit, as **Attachment 1**, the organizational chart for the charter school that specifies the administrative positions including title and name of individual currently in the position.

* Submit, as **Attachment 2**, a chart that identifies all other entities under the direction of the charter holder. This would include entities and/or programs that the charter holder governs/manages in addition to the charter school.

Does Not Apply



MONTESSORI ASSOCIATION OF SOUTH TEXAS, INC. ORGANIZATIONAL CHART YEAR FOUR

MAST Board of Directors
 President – Kellie Jarvis Member – Dr. Thomas Graf
 Vice President – Chris Batman Member – Dr. Sue Elwood
 Secretary – Ashleigh Davis Member – Laurence Valls
 Treasurer – Kervin Walsh



**Montessori School of Corpus Christi
 Private School Board of Directors**
 President – Dana Madry
 Vice Pres. – Susan Fields
 Secretary – Melissa Pringle
 At Large – Carolyn Walker
 At Large – Diedra Meyer
 At Large – Chrissy Braugh
 At Large – Catherine Oliver
 Member – Jennifer Bailey



**Corpus Christi Montessori School
 Public Charter School**
 Director – Sylvia Gaertner



Program Director
 Maureen Charleston



Teachers
 Angeles Martinez
 Ashley Blentlinger
 Jennifer Smith
 Mary Smith
 Orphie Barbosa
 Shirlee Smith
 Trudi Torralva



Asst. Teachers
 Jared Pena
 Martha Gonzalez
 Melissa Hall
 Nidia Risi
 Pam Rutherford
 Rhonda Rice
 Russell Alaniz
 Shawn Alvarez
 Sidero Fenner
 Tricia Massengill
 Virginia Costante



Lead Teacher
 Cerise Weeks



Admin. Staff
 Ada Flores



AA – Melissa Cabrera



Infant Classroom Teacher – Sonia Weber
 Asst. Amy Paniagua
 Asst. Angela London

Toddler Classroom Teacher – Pat Marin
 Asst. Janie Salazar
 Asst. Annette Lawrence

Yellow Primary Lead Teacher – Maureen Charleston
 Asst. Dianne VanTassel
 Asst. Annette Lawrence

Blue Primary Lead Teacher – Lori Smith
 Asst. Rita Conroy
 Asst. Ashley Smith



Janitor
 Lucinda Villarreal

Section IV. Admission Policy

- A. Specify the period during which applications for admission are accepted. *TEC, §12.117, requires that a charter school establish a reasonable application deadline for the submission of applications for admission.*

Beginning of Period (Month/Day)	End of Period (Month/Day)
March 1st	March 15th

- B. If the school admits students by lottery when the number of admissions applications received exceeds the number of available spaces, describe the procedures followed in conducting the lottery.

Type Below:

In accordance with federal law, if the number of applicants for a grade level exceeds the number of spaces available, then a lottery will be held that includes all applicants for that grade level, but does not include those children who are exempt from the lottery: those who are the children of the charter school founders, siblings of currently enrolled students, and returning (currently enrolled) students. The application period closes on March 15th, and a lottery will be held two weeks afterward, on or about March 30th. There are not exceptions to age

- C. If the school utilizes a lottery when oversubscribed, are any categories of applicants exempted from the lottery?

Check One:

Yes

No

Not applicable (because lotteries are not utilized)

If "Yes" was indicated in C above, state the categories of applicants that are exempted.

Type Below:

Children of the charter school founders, siblings of currently enrolled students, and returning (currently enrolled) students are exempted from the lottery.

- D. If the school utilizes a lottery when oversubscribed, specify the approximate date on which a lottery will be conducted.

Approximate Date of Lottery

(Month/Day)

Approximate date for lottery- End of 1st

- E. If the school does not utilize a lottery when oversubscribed, but rather fills the available positions in the order in which applications were received before the expiration of the application deadline (i.e., a "first-come, first-served" admission process), describe the manner in which the school notifies the community of the opportunity to apply for admission. *TEC, §12.117, requires a charter school that uses a first-come, first-served admission process when oversubscribed to publish a notice in a newspaper of general circulation not later than the seventh day before the application deadline.*

Type Below:

NA

F. If the school has a separate process for re-enrollment, state the process and the timeline to be used.

Type Below:

NA

G. State the procedures for processing applications received once the application deadline has passed.

Type Below:

Applications are stamped with a date in the order they are received. Once the lottery has taken place, new students are admitted and others are placed on a waiting list in the order that their application was received. If other applications are submitted after this, those applications are added to the end of the waiting list.

H. Describe the information that an applicant must provide in order to be considered for admission. *Applicants may not be required to provide copies of transcripts or other academic records until after they are offered admission and are enrolling. Furthermore, a student may not be precluded from enrolling due to the charter school's failure to receive information required for enrollment from the student's parent or guardian or previous school. See TEC, §25.002.*

Type Below:

CCMS Registration Form is the only document required for admission. When a student is registered, other information is required: birth certificate, proof of residence, social security card, immunization record, etc.

I. The charter holder certifies that the non-discrimination statement required by TEC, §12.111(a)(6) is printed in the school's admission policy. *TEC, §12.111(6) requires that a charter school's admission policy include a statement that the school will not discriminate in admissions based on gender, national origin, ethnicity, religion, disability, academic, artistic, or athletic ability, or the district the child would otherwise attend.*

Check One: Yes

No

J. Does the admission policy either require or permit the school to exclude from admission all students with documented histories of a criminal offense, a juvenile court adjudication, or discipline problems under TEC Chapter 37, Subchapter A as authorized by TEC, § 12.111(a)(6)?

Check One: Yes (The school excludes such students or reserves the right to exclude such students from admissions.)

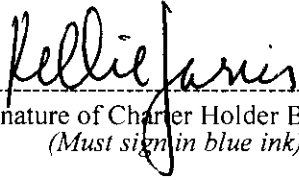
No (The school does not deny admission to such students based on their documented histories of misconduct.)

Submit

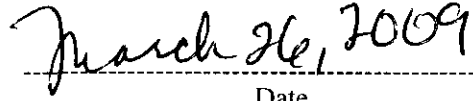
- as **Attachment 3**, a current copy of the admission policy that incorporates the information provided in the above answers to questions A through H and any other relevant information;
- as **Attachment 4**, a blank copy of the current admission application (i.e., the information requested when the student first seeks admission); and
- as **Attachment 5**, a blank copy of the current enrollment form(s) (i.e., the information required once an applicant has been offered admission and is registering for enrollment)

Section V. Special Education Assurances

The charter holder certifies that it has policies and procedures in place that ensure implementation of all federal laws and regulations, Texas laws, State Board of Education (SBOE) and commissioner rules related to students with disabilities and further certifies that any future amendments to the laws, regulations, and rules will be incorporated and implemented.



Signature of Charter Holder Board Chair
(Must sign in blue ink)



Date

Section VI. Bilingual Education/ESL, Section 504, and Dyslexia Assurances

TEC, Chapter 29, Subchapter B, TEC §12.104(b)(2)(G), and 19 TAC §§89.1201-.1265 require charter schools to identify limited English proficient students based on state criteria and to provide an appropriate bilingual education or English as a second language program conducted by teachers certified for such courses.

- A. The charter holder certifies that it has policies and procedures in place that ensure that it complies with the legal and regulatory requirements concerning identifying and providing appropriate educational services to limited English proficient students. Yes

Check One: No

Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §794, prohibits discrimination on the basis of disability in any program receiving federal financial assistance. A recipient that operates a public education program or activity shall provide a free, appropriate public education to qualified individuals.

- B. The charter holder certifies that it has policies and procedures in place that ensure that it complies with the legal and regulatory requirements concerning identifying and providing appropriate educational services to students protected by Section 504. Yes

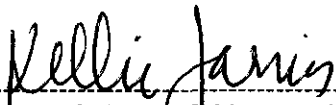
Check One: No

TEC §38.003, TEC §12.104(b)(2)(K), 19 TAC §74.28 and Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §794, require charter schools to identify students with dyslexia or related disorders and to provide appropriate educational services.

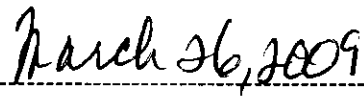
- C. The charter holder certifies that it has policies and procedures in place that ensure that it complies with the legal and regulatory requirements concerning identifying and providing appropriate educational services to students with dyslexia or related disorders. Yes

Check One: No

I the undersigned hereby certify that the information contained in this document is, to the best of my knowledge, correct and that the governing body of the charter holder has authorized me to provide these assurances.



Signature of Charter Holder Board Chair
(Must sign in blue ink)



Date

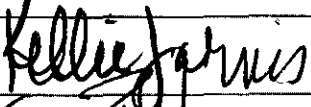

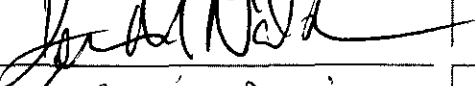
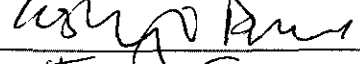


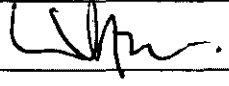
Section VII. Certificate of Acknowledgement

This section requires at least a majority of the governing body of the charter holder to certify that it has had an opportunity to review the completed renewal application and has authorized, during an open meeting, submission of the application to the commissioner for consideration of renewal of the charter.

CERTIFICATE OF ACKNOWLEDGEMENT

The undersigned members of the governing body of the charter holder hereby acknowledge that they have had an opportunity to review the completed renewal application and have authorized its submission, during an open meeting, to the commissioner for consideration of the renewal of the charter:

**Members are to sign the acknowledgement during an open meeting; therefore, the date next to each signature should be the same.*

Typed Name (Type name next to corresponding signature)	Signature (Must sign in blue ink)	Date*
Kellie Jarvis- President		3/26/09
Christopher Batman- Vice President		3/26/09
Kervin Walsh- Treasurer		3/26/09
Ashleigh Burns Davis- Secretary		3/26/09
Dr. Thomas Graf- Board Member		3/26/09
Dr. Sue Elwood- Board Member		3/26/09
Laurence Valls- Board Member		3/26/09

CORPUS CHRISTI MONTESSORI SCHOOL

A dual-language charter school

3530 Gollihar Rd., Corpus Christi, TX 78415

PH: (361) 852-0707 FX: (361) 852-0640

This application is for the 2009- 2010 school year

NOTE: Corpus Christi Montessori School provides for the exclusion of an applicant who has a documented history of criminal offenses, juvenile court adjudication or discipline problems under the TEC, Chapter 37. Final enrollment is based on a review of behavior records. Therefore admission is provisional.

STUDENT INFORMATION:

Full Name _____ Nickname _____ Social Security _____
Birth Date _____ Age on September 1st _____ Sex: M or F Birthplace _____
Ethnicity - Circle one → → Native American -- Asian/Pacific Islander -- African American -- Hispanic -- White -- Other
If other, please explain _____ 1st language _____ 2nd language/s _____
Home Address _____ City _____ Zip _____
Home Phone _____ E-mail Address _____

PARENTS / LEGAL GUARDIAN INFORMATION:

Full Name _____ Relationship _____ Home Phone _____
Home Address _____ Work Phone _____
Work Place _____ Birthplace _____ Ethnicity _____ Speaks English: Yes / No
Full Name _____ Relationship _____ Home Phone _____
Home Address _____ Work Phone _____
Work Place _____ Birthplace _____ Ethnicity _____ Speaks English: Yes / No

Emergency phone numbers, other than parents:

Name _____ Phone _____ Relationship _____
Name _____ Phone _____ Relationship _____

NEW STUDENT INFORMATION

<u>Previous Schools</u>	<u>Address</u>	<u>Grade</u>

Please circle class preference:

50/50 Spanish Immersion 1st Choice 2nd Choice
Spanish Enrichment 1st Choice 2nd Choice

PARENT/GUARDIAN:

Did your child participate in any of the following special programs?

Gifted & Talented Yes ___ No ___ Title I Yes ___ No ___ Bilingual/ESL Yes ___ No ___
Special Education Yes ___ No ___ Speech Yes ___ No ___ Migrant Ed Yes ___ No ___

I give permission for my child to receive a vision and hearing screening and to be checked for scoliosis and diabetes as required by Texas law. Screenings will be performed by state certified examiners. Circle → Yes or No

CCMS is committed to being a DRUG-FREE, WEAPON-FREE, VIOLENCE-FREE school. I understand that my child will receive a CCMS handbook explaining the student code of conduct and consequences to students who violate school policy. I understand that my child will be subject to school discipline and possibly to criminal prosecution if he/she is found to have violated CCMS's Student Code of Conduct, which prohibits the use, possession, sale, or distribution of illicit drugs and alcohol as well as possession of weapons, and involvement in any violent act on school premises or at any school activity.

Failure to sign this form does not exempt your child from compliance with the laws, policies, rules, and regulations of the state and school. All the information we ask for is required to complete the student record. Please fill this form out accurately and sign it.

I understand and agree that before acceptance I must complete all enrollment forms and parent contracts. I also understand that this application does not guarantee enrollment.

Signature of parent/guardian _____ Date _____

New Student Registration Date _____ Time _____ Date Entered CCMS _____



Charter Renewal Contract

February 28, 2011

Mrs. Kellie Jarvis, Board Chair
Montessori Association of South Texas (MAST)
302 Williamson
Corpus Christi, Texas 78411

Re: Charter Renewal Contract for Corpus Christi Montessori School (CDN 178807)

Dear Mrs. Jarvis:

I am pleased to inform you that the charter renewal is approved for Corpus Christi Montessori School with a contract ending date of July 31, 2019. After renewal, the charter contract shall consist of the following:

- the representations and assurances made by the charter holder in the original request for application under the standard application system;
- the original contract for charter, as signed by the charter holder and the State Board of Education;
- any condition, amendment, modification, revision, or other change to the charter approved by the State Board of Education or the commissioner of education;
- the final renewal application, on file with the Division of Charter School Administration, including any revisions required by the agency and any amendments to the charter made through the renewal application; and
- all statements, assurances, commitments, and representations made by the charter holder in its application for charter renewal and its attachments or related documents, to the extent that these documents are consistent with those listed above.

Note that this contract is contingent upon legislative authorization and that the contract and the funding under state and federal law may be modified or even terminated by future legislative acts. Furthermore, state and federal laws and rules may periodically be adopted, amended, or repealed, and all such changes applicable to the charter holder or its charter school(s) may modify this contract, as of the effective date provided in the law or rule. Nothing in the charter contract shall be construed to entitle the charter holder to any privilege or benefit, including any funding, but in accordance with state and federal laws in effect and as they may in the future be amended. A contract term that conflicts with any state or federal law or rule is superseded by the law or rule to the extent that the law or rule conflicts with the contract term.

CHARTER SCHOOLS
RECEIVED

2011 MAR 25 PM 2: 54

TEXAS EDUCATION AGENCY

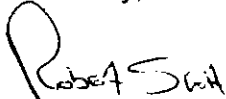
Mrs. Kellie Jarvis, Board Chair
Montessori Association of South Texas (MAST)
Page 2

To acknowledge acceptance of this renewed contract, the chair of the charter holder board must sign below and return the entire original document to:

**Texas Education Agency
Division of Charter School Administration
William B. Travis Building, Room 5-107
1701 North Congress Avenue
Austin, Texas 78701-1494**

The charter holder should keep a copy of the document for its files. Please contact the Division of Charter School Administration at (512) 463-9575 with any questions.

Sincerely,



Robert Scott
Commissioner of Education

cc: Mrs. Sylvia Gaertner, Superintendent

RS/kj

I the undersigned hereby certify that the governing body of the charter holder has accepted and agreed to the charter renewal agreement for Corpus Christi Montessori School as outlined in the foregoing letter and has authorized me to sign below.

Agreed and Accepted:



Kellie Jarvis
Board Chair, Montessori Association of South Texas (MAST)



Date