



JT Williams Secondary Montessori

# Family Handbook

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## **[Important Links](#)**

<a href="#">CMS Code of Conduct</a>	
<a href="#">CMS Grading Plan</a>	
<a href="#">CMS Parent Student Handbook</a>	
<a href="#">CMS School Calendar</a>	
<a href="#">JT Williams Website</a>	
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Welcome to JT Williams Montessori School, and the Charlotte-Mecklenburg Public School System. Our entire school community looks forward to working, learning and growing with your student.

## **About us**

We are a forward-thinking school, aiming to prepare our students not only for post-secondary education, but for all of life, by equipping them with a compassionate global perspective and a deep understanding of the core values of commitment, community, initiative, compassion and responsibility. This type of holistic education is one that guides our students on the path to becoming confident and capable humans, able to adapt to anything life presents.

We provide students with a holistic education, which engages them in vigorous academic work, both independent as well as cooperative, challenges them to work with grace and courtesy in community, and to practice self-evaluation as a way to reflect on academic as well as personal growth.

### **Our Goals**

- **Commitment:** We ask and expect commitment to each of the following learning areas: academic, field study, service, relationships and community building.
- **Community:** We strive to shape, foster, and nurture relationships that build a community.
- **Initiative:** We respect the willingness and motivation to meet difficult challenges with a positive outlook.
- **Compassion:** We strive to act with grace and courtesy in order to show compassion and respect for all living things throughout our daily lives.
- **Responsibility:** We strive to be a community that holds each other accountable for being responsible to ourselves, others, our work and our environment.

## **Parent Agreement**

At Williams Montessori, students and parents are asked to commit to the extra work and time needed to make ours a unique school. Therefore, we ask that your family periodically review the goals and promises that you made when you signed the Williams Montessori Contract. If it becomes apparent that a student is not actively working toward meeting the goals of community, commitment, compassion, initiative, and responsibility, the school will request a Montessori Compliance Meeting with both the student as well as family. The teachers will make every effort to work with the student and parents to make the best choices for academic, social, and emotional success.

## School Communication

In order to receive school communications, it is crucial that you keep your email address and phone number up to date with the school office. Our main sources of information are as follows. School staff are expected to respond to emails within 24-48 hours. If you do not get a response from a staff member, please contact the school administration.

### CMS School Website

- This is where you will find the most comprehensive information relating to school staff contact information, online payments, program events, Open Houses, Field Studies and more!
- <http://schools.cms.k12.nc.us/jtwilliamsmontessoriMS>

### Facebook:

- Follow our school Facebook page and stay up-to-date on school events.
- <https://www.facebook.com/WilliamsMontessoriPTSO>

### PTSO Newsletter

This is a weekly newsletter sent out via email. It covers all school events and information. It is crucial that all families [subscribe](#) to this newsletter and review it each week.

### Communicating with Teachers

Our teachers will gladly make an appointment before or after school hours to discuss your student. Questions and/or concerns may be addressed at any time by email or via Parent Square. Every attempt will be made to respond within 24-48 hours.

### Parent Square

We use Parent Square as a major source of school communication. All parents are expected to download Parent Square and set up an account so that you will not miss important information.

## School Logistics, Policies, and Procedures

### Arrival and Dismissal

School hours for Williams Montessori are **9:15 AM until 4:15 PM.**

Students may arrive between 8:45 and 9:10. All students must be in class by the 9:15 bell or they will be counted tardy.

### Car Riders- 8:45 AM – 9:10 AM

Car riders are to be dropped off in the car rider line outside of the 400 building.

### Late Arrivals

The carpool line closes at 9:10 AM in order for staff members to get to their classrooms by 9:15 AM when class begins. If you arrive after the carpool door has closed at 9:10 AM, your student must report to the front office to get a pass.

Class begins at 9:15 AM. Students must be **in classrooms at 9:15 AM,** not in the hallway on the way to class, to be considered “on time”. If your student is on campus, or in the building, when the tardy bell rings, but can't get to class by 9:15 AM, he/she should stop by the office for a late pass.

### Dismissal Time

**Carpool** parents should be in the carpool line when school dismisses at 4:15. In order for the carpool line to operate efficiently, please stay in your car; do not leave your car unattended. Riders must be picked up by the time carpool ends which is typically around 4:30. **Staff members are not available to supervise students after school hours.**

### Early Dismissal

CMS policy states that a student must attend school for half the school day (210 minutes) in order to be counted present for the day. Normally, that means a student must stay at school until 12:45 PM. If a student leaves earlier than 12:45 PM, but returns to school before the end of the day, that student will be counted present for the entire day if his total attendance time is equal to, or exceeds, 210 minutes. Please

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schedule routine appointments/extracurricular activities before, or after, school hours whenever possible. Frequent early dismissals are disruptive to a student's academic progress. Absences are still counted for any class periods missed.

## **Attendance**

There is strong evidence of a clear relationship between good attendance and school achievement. In addition to good attendance, it is important for students to arrive at school on time, and stay for the entire day. We encourage parents to make regular attendance and punctuality a high priority for their students.

Please arrange family vacations during school holiday breaks. Vacations taken during school days will be coded unexcused.

If your student is ill: Please DO NOT send your student to school when he/she has a fever, cough, runny nose, or any other illness that would prevent him from remaining in class and participating in the usual activities. If your student vomits the night before, or the morning of, a school day, please keep him/her home for the day.

If your student is absent: In CMS, absences from school are only considered excused for the following reasons: illness, medical appointment, religious observance, death in the family, or educational opportunity. If your student is absent, please email [toniad.mackey@cms.k12.nc.us](mailto:toniad.mackey@cms.k12.nc.us). You may also call the office, or send a note in with your student when he/she returns to school.

If your student becomes ill, or is injured at school: The school will notify you in the event your student becomes ill, or is injured while at school. Please plan to pick your student up as soon as possible. If you cannot be reached, we will contact one of your designated emergency contacts.

## **HS Attendance Policy and Recovery**

**High school** students who miss more than 10 days (Excused or unexcused) of a class in a school year or 5 days in a semester class automatically fail the class unless they "recover" the time missed. Recovery takes place through time spent in after school sessions with the counselors. **This policy does not apply to middle school students taking high school credit courses.**

### Educational Absences

At the principal's discretion, and for limited reasons, a student may be granted up to 5 days per school year for an "educational opportunity". Please see the attendance secretary to obtain the required form. **All requests must be submitted at least thirty days prior to the scheduled absence.** Theme parks and beach vacations will not be approved as educational absences.

Please arrange family vacations during school holiday breaks. Vacations taken during school days will be coded unexcused.

### Behavior Expectations

Our school strives to be a special learning environment. We seek not only to provide the highest, most complete academic environment for each student, but also to form a human community that nurtures an atmosphere of caring & promotes an inclusive social climate. We strive to be a community of adults and teenagers who respect each other's deepest personal and human qualities. Following the Montessori philosophy, we have arrived at several core values and associated behaviors. [Williams Way](#)

### Breakfast and Lunch

Breakfast is served between 8:45 AM and 9:10 AM

A hot lunch is available for all students, or your student may bring his/her own lunch. A lunch menu is available on the CMS website. Prepayment for school meals is required. Payments are made on [www.paypams.com](http://www.paypams.com), where you can make on-line payments, and monitor your student's account.

### Community Meeting

Community Meeting is a part of each day. The purpose is to establish a foundation for how to be a member of a community. Each person gets a turn facilitating the meeting, taking attendance, choosing the daily greeting, leading stretches, being the planning leader and observing the meeting. Meetings address anything that may have to do with the good of the group. There is also time set aside during the meeting to acknowledge anyone from our community for doing something positive.



## **Counselors**

We have two full time school counselors at Williams. Both serve middle school and for this coming school year, Karli will serve our 9th and 11th graders while Sedrick serves our 10th and 12th graders. Visit our [school counseling website](#) for more information.

School Counselor | Karli Fowler  
karlie.fowler@cms.k12.nc.us

School Counselor | Sedrick Singletary  
sedricka.singletary@cms.k12.nc.us

## **Williams Montessori Dress Code**

Our school dress code was developed by our staff as well as our School Improvement Team which includes parent representatives.

**Williams Secondary Montessori hopes to achieve three goals regarding school attire:**

- 1. Promote a respectful learning environment.***
- 2. Promote a safe learning environment where dress does not interfere with the successful and safe completion of learning activities.***
- 3. Promote an equitable and inclusive learning environment in which the dress code does not negatively impact any group based on race, sex, gender, identity, sexual orientation, ethnicity, religion, socio-economic status, and/or body type/size.***

This responsibility rests primarily with the student and his/her/their parents or guardians. We ask that students and parents work together to ensure that the goals outlined above are being met with the student's school dress attire.

A student's personal dress and appearance must comply with any and all applicable state and federal safety regulations, including school-sponsored activities.

### **School Attire Expectations:**

- Students must wear clothing including both a shirt with pants, shorts, skirt or the equivalent, and shoes.
- Clothing must have fabric in the front, back, and sides with no space between the top and the bottom (the top and bottom must meet).
- Clothing must cover undergarments and private parts.

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- Fabric covering all private parts must not be see through.
- Clothing must be suitable for all scheduled classroom activities including physical education, science labs, and other activities where unique hazards and situations exist.
- Hats and other headwear may be worn in the building.
- Clothing **may not** depict, advertise, or advocate the use of alcohol, tobacco, marijuana or other controlled substances.
- Clothing **may not** depict pornography, nudity or sexual acts.
- Clothing **may not** use or depict hate speech targeting groups based on race, ethnicity, gender, sexual orientation, identity, religion, socio-economic status, or body type/size.

**As students move through the third plane of development, it is understood that as students grow and mature, they must also grow in independence and responsibility. To support students in this growing independence and responsibility, students will engage in discussions during Advisory, Community Meetings, preparation for Field Studies and Intersessions and within the guidance curriculum regarding the fact that appropriate dress may be different in many settings (e.g. job interview, place of employment, sporting event, etc.).**

**The administration reserves the right to restrict any hat or headwear or article of clothing that is a potential safety hazard, disruptive, disrespectful, or interferes with the general operation of the school.**

### **Electronics and Cell Phone Policy**

A Montessori student avoids distractions. Cellular phones, electronic music devices, handheld games, etc. that would cause disruption to the educational process or school functions are not permitted to be used. CMS is not responsible for loss or theft of any electronic equipment or personal items. No phone or portable electronic device may be used on campus.

Improper usage of electronic equipment will result in having the device confiscated and submitted to administration. Administration will determine when the device will be returned based on the situation. A student's refusal to surrender electronic devices to school personnel will result in administrative actions.

[Williams Montessori Cell phone policy and consequences](#)

## **EMERGENCY and ADDRESS INFORMATION**

It is the responsibility of each parent to make sure the school has accurate contact information for your student. Any change in contact information should be communicated to us immediately. If you move over the summer, or during the school year, please let us know right away so your address can be updated. Failure to do this will affect your receiving important school communication, and will affect your student's bus route. **Our primary form of communication is email so it is imperative that you keep your email address up to date with the school.**

### **Food and Drink**

Students should bring a water bottle (filled with water only) to class. Therefore, leaving class for a drink of water is not permitted. Students may also bring fresh fruits and vegetables (but no dip) to class. Good choices are apples, grapes, bananas, baby carrots, celery sticks, and the like. Gum, candy, and sodas are not permitted in the classrooms. These items will be confiscated and the parents contacted to pick up.

### **Lockers**

All students are required to have a locker to keep personal items and class materials. Primary usage of the locker is to store school materials and supplies. Lockers located in the gymnasium can be used to store clothing for Physical Education class. Lockers shall not be used to store items that are in violation of the Student Handbook or CMS Rights, Responsibilities and Character Development Handbook. Lockers are not burglar proof; therefore, students should not leave valuable items in their locker or give their combination to other students. Students are also responsible for all school property that may be taken from the locker. NO food items are to be left in the locker, as this will attract rodents and/or start an insect infestation.

Lockers are the property of Williams Secondary Montessori School. Lockers are NOT private property. At no time does the school relinquish its exclusive control of its lockers. Students can only store their own belongings and must use only the locker assigned to the student. Students cannot move their belongings to any other locker that is not assigned to the student. Any student found using a locker that is not assigned to him/her, will immediately lose their locker privilege. Students will be assigned a locker only after the student and parent(s) have read and signed the CMS Student Locker Assignment form.

### Locks

Students should provide their own locks for lockers. Students will need to remove the lock at the end of the school year. If locks are not removed, a \$2 fee will be assigned for the removal of the lock.

### Locker Assignments

Lockers will be assigned by homeroom teachers after [Student Locker Assignment Form](#) and Williams Secondary Montessori Locker Guidelines/Procedures Form have been submitted.

### Inspection of Locker Contents

School lockers are subject to opening and inspection by school officials at any time, including sniff inspections done by specially trained dogs, as permitted by CMS Board Policy JIHD.

### Access to Lockers

Students may have access to their lockers before/after school and at specific times during the day.

### **Medication**

We CANNOT administer medication of any kind without an official form signed by the parent, and completed by the doctor. This includes over the counter medications. Medication should not be transported on the bus, and must be checked in at the office. Our office staff will be happy to work with you regarding your medical needs and/or medication for your student.

Students are not allowed to self carry medications without the proper authorization in place. This includes over the counter medications. Self carrying unauthorized medication is a violation of the CMS Code of Conduct.

### **Online School Payments**

We use [Online School payments](#) to collect student fees, field studies payments, etc.

## **Safety Procedures**

At Williams Montessori, we take student safety very seriously. We follow all CMS requirements and are audited multiple times a year on our safety responses. All students and campus visits are required to pass through our **Evolve Scanner System**.

## **Service Learning**

Maria Montessori had a vision in which people would learn to consider themselves part of a larger community—a world community. “In order to unite all men as brothers, we would have to tear down all the barriers, so that human beings the world over would be like children playing in one vast garden.” (Montessori).

Montessori charged educators with educating our youth for peace. Educating for peace is not an easy task. The key is to develop a foundation through action and example. There are several key values that need to be awakened within the adolescent. These values include: a sense of justice, the ability to challenge authority in a respectful manner, hard work, the desire to have a low impact on the planet and to place a low value on materialism, the ability to empathize with all races, cultures and religions of the world, and the need to celebrate the differences in humanity. Community service will give the student lifelong lessons in empathy, hard work, and cultural awareness. This experience teaches students that they can have a positive effect on their community and eventually the world by identifying problems and then solving them.

All middle school students are required to complete **36 hours per year, with 9 hours being completed each quarter** so that the experience is consistent. High school students must complete **50 hours per year (12.5 hours per quarter)**. Graduating students will have 272 total service hours.

## **Solo Time**

The longing for silence and solitude are necessary for balance in the adolescent brain. We provide time for what is called “Solo Time”. Examples of things students may do while in Solo Time include, but are not limited to the following: mindfulness practices, drawing, working on a puzzle, reading a book, writing in their journal, knitting or other approved quiet work.

## **Student Academic Planner**

We require students to use the school's academic planner in grades 7-10. It is an important means of communication between school and home as well as a place for

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students to record their assignments and projects and to learn organization and time management skills. Parents should check the planner daily. In addition to assignments, school/community events such as behavioral or health concerns, individual recommendations, PTSO meetings, service work and fundraising opportunities should be noted in the planner. Parents should help support their child at home with learning to use the planner efficiently at the beginning of the year so they develop good habits.

### **Visiting the School and Volunteering**

The Williams Montessori community thrives on parent involvement and volunteering. There are so many ways you can give back and support the school with your time. Please monitor our PTSO newsletter for opportunities or contact a PTSO board member.

For the safety of all students, CMS policy requires that all volunteers, tutors and visitors to the school register at **[cmsvolunteers.com](https://cmsvolunteers.com)**, and create a profile. This has to be renewed each year. Driving privileges for field trips will require additional documentation; please see Tonia Mackey in the office.

When you visit during the school day, you **MUST have your photo ID, sign in at the office, and wear a Lobby Guard name badge during your visit.** Please do not be offended if you are asked to return to the office to get a badge or if you are refused admittance without a photo ID. With heightened safety awareness, we must all do our part.

### **Middle School**

Our middle school is made up of 7th and 8th grades. 7th and 8th grade (middle school) students are in a class together. Their “class” is called their community. The community stays together for Humanities, Math, and Science. There are 3 Middle school communities. Most core classes are Honors level and differentiated based on student need. Work is guided by the use of checklists.

Middle school students are able to take a variety of elective courses. All students take physical education and some of the elective choices are Band, Drama, Art, Spanish, and Exploring Agriscience. We look to add elective courses every year based on student interest. Middle School electives are combined with 7th and 8th grade students, however, students come from all middle school communities.

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PowerSchool is used to track and communicate grade progress and is updated at least biweekly by teachers. High school credit courses taken in middle school (ex. Math 1, Spanish 1) show up on the high school transcript but are not calculated in the high school GPA.

### **Community Service**

Service work gives students lifelong lessons in empathy, hard work, and cultural awareness. It teaches students to have a positive impact on their community, and eventually the world by identifying problems and then working to solve them.

As part of our magnet requirements, **all middle school students are required to complete 36 hours per year, with 9 hours being completed each quarter** so that the experience is consistent. Community service is done outside of school.

### **Fall Camp and Field Studies**

An important aspect of the middle school curriculum involves the practical application of academic knowledge and skills. Opportunities to learn it and live it include participation in activities outside of the classroom to support the Montessori philosophy that adolescents must participate in engaging with an authentic audience and can best assess their skill development through real life experiences.

#### **Middle School Fall Camp**

All of our middle school students attend fall camp. This involves 3 days and 2 nights at a camping location with their community. Fall camp is a time for community building as well as beginning the process of valorization (becoming a confident, capable person in life).

#### **7th Grade Leadership Experience**

At the end of the school year, our 7th graders take part in a variety of local experiences to continue their journey of valorization while exploring their new role as leaders in middle school.

#### **8th Grade Leadership Experience**

At the end of the school year, our 8th graders take part in an overnight trip to celebrate their journey from middle school to high school and begin their individual Rite of Passage.

### **Grading in Middle School**

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Teachers will provide students with assignments through a checklist. All assignments on the checklist will be out of 100 points this year and be broken into 3 categories.

**Prepare** 20% of Grade

- Includes Shelfwork, Smaller Expand Works, Exit Tickets,

**Rehearse** 30% of Grade

- Includes quizzes, mini assessments, mini projects, DBQ's, and Writing assignments

**Perform** 50% of Grade

- Includes Unit Assessments, Performance Tasks, Writing Assignments, Unit Projects

We will follow the CMS Grading Policy. **Parents should have their Power School account set up and use it regularly to monitor student grades throughout each quarter.**

**Sports and Extracurriculars**

Our 7th and 8th graders are able to participate in CMS sports. We are currently paired with Wilson Middle school for sports teams and our students are transported there after school for practice. We have a variety of clubs and extracurriculars available including Peer Leaders and Coffee Club. Many of our clubs and extracurriculars are run by parent volunteers and we welcome new ideas every year!

**Student Led Conferences**

At the end of first quarter, middle school parents come to the school to participate in a student-led conference. This is a time for your student to showcase their learning and the growth that they have made as well as to set future goals.

**Testing-EOG/MAP**

Students in 7th and 8th grades are required to participate in end of grade testing as well as MAP testing in the fall, winter, and spring.

**High School**

In high school, 9th and 10th grade students are grouped together for core classes as well as 11th and 12th graders. Core classes include Social Studies, ELA, Math, and Science. High School elective classes consist of students from all grade levels depending on the class and prerequisites. All high school courses are on a yearlong A/B day schedule.

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## **Advanced Placement (AP) Courses**

AP courses are college-level courses offered in high school. These courses reflect what's taught in introductory college courses. Students take AP Exams at the end of the course, measuring their mastery of college-level work. Students can typically earn college credit and/or placement into honors or advanced courses when they score a 3 or higher on an AP Exam. Students taking AP courses should expect a heavier workload and be able to work independently. Some of the AP courses currently offered in person at Williams are listed below. Additional options may be available in person or online.

- AP Psychology
- AP Human Geography
- AP Statistics
- AP Environmental Science
- AP Music Theory
- AP English Literature/AP English Language
- AP Calculus

## **Career and College Promise/CPCC Dual Enrollment**

Career and College Promise (CCP) is a dual enrollment program that gives North Carolina high school juniors and seniors the opportunity to get a "jump start" on college and earn college credit toward a two-year or four-year degree while still in high school. Students at Williams are encouraged to take advantage of this opportunity during their junior and senior year. Students are able to take courses online and every effort will be made to accommodate students taking in person courses so long as it does not conflict with their Williams schedule.

## **Clubs, Extracurriculars, and Dances**

Our high school students have a variety of opportunities for clubs and extracurriculars. These include Beta Club, Peer Leaders, Teens for Courage, Diversity and Inclusion, FFA, etc. While we do not have traditional high school sports, our students participate in a variety of club sports such as soccer, basketball, Esports, and Ultimate Frisbee. Students are able to propose new ideas each year. We host an annual junior/senior prom as well as a fall high school formal for 9th-12th graders.

## **Community Service**

Service work gives students lifelong lessons in empathy, hard work, and cultural awareness. It teaches students to have a positive impact on their community, and eventually the world by identifying problems and then working to solve them.

Updated July 2023

As part of our magnet requirements, **all high school students are required to complete 50 hours per year, with 12.5 hours being completed each quarter** so that the experience is consistent. Community service is done outside of school.

### **Driver's Education**

Charlotte-Mecklenburg Schools (CMS) Driver Education partners with [Jordan Driving School, Inc.](#)

**To be eligible for CMS Driver Education, you must:**

- Be at least fourteen and a half years of age.
- Be actively enrolled in a public, private, charter, or licensed home school within Mecklenburg County.
- Pay a \$65.00 fee as required by the NC General Assembly.
- Agree to abide by the Code of Student Conduct.

JT Williams hosts driver's ed sessions before school but it is not part of the school day or school curriculum. Our driver's education coordinator is [toniad.mackey@cms.k12.nc.us](mailto:toniad.mackey@cms.k12.nc.us).

### **Grading and GPA**

A student's Grade Point Average (GPA) is based on the final grade from each class completed. The cumulative high school GPA begins in 9th grade. Student GPAs are updated after the end of each year. High school credit courses taken in middle school do not count in the GPA.

GPA is computed as follows on a 4.0 scale:

- **Standard Courses:** A=4, B=3, C=2, D=1 and F=0
- **Honors Courses** (all core courses): A=4.5, B=3.5, C=2.5, D=1.5 and F=0
- **AP and CPCC Dual Enrollment Courses:** A=5, B=4, C=3, D=2 and F=0
- Additional quality points are considered in weighted GPA

GPA Calculation

- **Weighted GPA:** calculated by totaling the number of weighted quality points for each class and dividing this number by the total number of credits.
- **Unweighted GPA:** calculated by totaling the number of quality points (excluding honors or AP quality points) and dividing by the total number of credits.

### **High School Attendance Policy**

Absence Rule: High school students absent from eleven class periods will receive a grade of F for that particular course. This rule applies to all absences, whether excused or unexcused, in accordance with CMS Regulation S-ATT/R.

Attendance Recovery Program: Students who exceed 10 absences in a course must participate in attendance recovery after school. This program is run by the school counselors and parents must provide transportation.

### **High School Magnet Requirements:**

In addition to the CMS graduation requirements, **students at Williams must take two Montessori elective classes during their high school years. They must also participate in fall and spring intersession each year.** Each Williams Montessori high school student is required to participate in eight two-week intensive field study courses during their high school years called **Intersessions**. Each Intersession “course” includes vigorous academic requirements paired with hands-on learning experiences, often including overnight travel as well as service work. Students receive 0.5 credits for successful completion of each Intersession and they receive a grade for the coursework. Fall intersessions are by grade level and based on adolescent development. Spring Intersessions are multi-age and are student chosen. Some involve overnight travel and some are local.

Fall intersessions:

- 9th: Rite of Passage: Students participate in activities relating to the rite of passage from adolescence to adulthood (involves camping).
- 10th: Servant Leadership: Students participate in service work in the Charlotte community, and learn how to move from ‘me’ to ‘we’.
- 11th: Finding Your Way: Students participate in a variety of college prep activities as well as tour several college campuses.
- 12th: The Heroic Journey: Seniors participate in job shadowing as related to a career of their interest.

Spring Intersessions:

Spring Intersessions are multi-age and are student chosen.

Updated July 2023

- Past/Upcoming Spring Intersessions:
  - Perspectives in Art
  - Wildlife Conservation
  - Arts and Culture in Italy: Rome & Florence
  - Scratch Cooking
  - New York City: Culture, Sights and Broadway
  
- Spring Intersession options include local, domestic travel, and international travel experiences at a variety of price points.
- Students will be surveyed each year to gauge interest for what to offer in future years.

### **Montessori Elements**

This is a block of time in the middle of the day in which students reset for the afternoon.

Activities that students may participate in are as follows:

- Solo: A time for silence, mindfulness, and personal reflection
- Community Meetings: A time for students to build a respectful, collaborative classroom environment and reinforces school values
- 7 Mindsets Lessons: Social-emotional learning

### **Montessori Electives**

High school students must complete two Montessori electives before graduation. These are listed in the Montessori elective section of the course registration card each year. Some of the options include, Intro to Neurobiology, Sustainable Agriculture 1 and 2, Horticulture 1 and 2, and Animal Science 1 and 2.

### **Student Parking**

Pursuant to CMS board policy, students may drive to school in grades 10-12 pending parking availability. Priority is given first to any students who are physically handicapped followed by seniors, juniors, and then sophomores. Parking fees are currently \$25 per year. Students who park on campus must have their parking tag displayed and be in

their assigned parking space. Please reach out to [donnag.rice@cms.k12.nc.us](mailto:donnag.rice@cms.k12.nc.us) with any parking-related questions.

### **Testing-ACT, AP, EOC, SAT**

Pre-ACT-10th/11th in the fall

ACT-11th in March

AP Exams-in May and given for any AP courses a student takes.

EOC exams are taken in May for Math 1, Math 3, English 2, Biology and certain CTE courses. These exams are part of the course grade according to the CMS grading policy.

Mid-term and final exams are given in January and June for each high school course and are factored in according to the CMS grading policy.

Pre-SAT-10th and 11th in the fall

### **REVOCATION OF MAGNET ASSIGNMENT**

In January 2010, the School Board passed Policy JCA, Section VII: Guidelines for Revoking Assignments to Schools other than the Home School. It reads in part:

“A student may be reassigned to his or her home school if the student: has an excessive number of absences, tardies, early dismissals, and/or is not transported from campus in a timely manner after the end of the school day or after-school activity.”