

2010-11 STUDENT APPLICATION - ELEMENTARY SCHOOLS

THANK YOU FOR YOUR INTEREST IN UNCOMMON SCHOOLS!

PAGES 1-3 OF THIS APPLICATION ARE FOR YOU TO KEEP.

PLEASE RETURN PAGES 4-7 OF THIS APPLICATION TO ONE OF THE SCHOOLS LISTED BELOW OR AT ONE OF THE INFORMATION SESSIONS LISTED ON PAGE 2.

OUR MISSION

TO PREPARE STUDENTS TO ENTER, SUCCEED IN, AND GRADUATE FROM COLLEGE.

IMPORTANT APPLICATION AND LOTTERY DATES AND TIMES

COMPLETED APPLICATIONS MUST BE RECEIVED – NOT POSTMARKED – BY  
**5:00 PM ON FRIDAY, APRIL 9, 2010**  
 TO BE ELIGIBLE FOR OUR SCHOOL LOTTERIES.

All applications received after 5:00 PM on April 9, 2010, even if they are postmarked prior to that date, will be placed on the appropriate waiting lists after school lotteries are held.

The 2010 Uncommon Schools elementary school admission lotteries will be held on April 14, 2010, at 6:00 PM at each school.

The public is invited to attend, **though your attendance is not required.**

All families who submitted applications will be notified of their status following the lotteries.

METHODS OF SUBMITTING AN APPLICATION

The best way to turn in an application is by hand at one of the addresses below.

If you are unable to hand in an application, you can mail/fax it to one of the addresses/fax numbers below (but you must follow your mail/fax with a phone call to confirm it arrived):

<p><b>Excellence Boys Charter School</b>                  225 Patchen Avenue                  Brooklyn, NY 11233                  Phone: (718) 638-1830                  Fax: (718) 638-2548                  www.excellenceboys.org</p>	<p><b>Leadership Prep Bedford-Stuyvesant Charter School</b>                  141 Macon Street                  Brooklyn, NY 11216                  Phone: (718) 636-0360                  Fax: (718) 636-0747                  www.leadershipprepbedstuy.org</p>	<p><b>Excellence Girls Charter School</b>                  794 Monroe Street,                  3<sup>rd</sup> Floor                  Brooklyn, NY 11221                  Phone: (718) 638-1875                  Fax: (718) 228-6670                  www.excellencegirls.org</p>	<p><b>Leadership Prep Ocean Hill Charter School</b>                  Will open summer 2010 with proposed location                  1137 Herkimer Street                  Brooklyn, NY 11233                  Phone: (718) 250-5767                  Fax: (718) 250-5768                  www.leadershipprep.org</p>	<p><b>Leadership Prep Brownsville Charter School</b>                  364 Sackman Street, 4<sup>th</sup> Floor                  Brooklyn, NY 11212                  Phone: (718) 669-7461                  Fax: (718) 228-6496                  www.leadershipprepbrownsville.org</p>
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Leadership Prep Ocean Hill will be accepting applications for both Kindergarten and First Grade lotteries. The remaining schools will only be accepting Kindergarten applications for their lotteries. To apply for the wait list at one of these schools, please contact the school directly.

**\*\*PLEASE TEAR OFF AND KEEP PAGES 1-3 FOR YOUR RECORDS\*\***

2010-11 STUDENT APPLICATION - ELEMENTARY SCHOOLS

INFORMATION SESSIONS

FOR MORE INFORMATION ABOUT OUR SCHOOLS, PLEASE COME TO AN INFORMATION SESSION:

WANT TO LEARN MORE? COME TO AN INFORMATION SESSION!				
DATE	LOCATION	ADDRESS	PHONE	TIME
<b>FEBRUARY</b>				
February 8, 2010	Bedford-Stuyvesant Collegiate Charter School	800 Gates Avenue 4 <sup>th</sup> Floor, Brooklyn, NY 11221 (between Malcolm X & Stuyvesant )	(718) 669-7460	6:00 PM
February 10, 2010	Brownsville Collegiate Charter School	364 Sackman Street 4 <sup>th</sup> Floor, Brooklyn, NY 11212 (between Sutter and Belmont)	(718) 636-0370	6:00 PM
February 22, 2010	Leadership Prep Brownsville Charter School	364 Sackman Street 4 <sup>th</sup> Floor, Brooklyn, NY 11212 (between Sutter and Belmont)	(718) 669-7461	6:00 PM
February 27, 2010	Excellence Girls Charter School	794 Monroe Street 3 <sup>rd</sup> Floor, Brooklyn, NY 11221 (between Ralph and Patchen)	(718) 638-1875	10:00 AM
<b>MARCH</b>				
March 3, 2010	Excellence Boys Charter School	225 Patchen Avenue, Brooklyn, NY 11233 (between Macon and Macdonough)	(718) 638-1830	6:00 PM
March 6, 2010	Brownsville Collegiate Charter School	364 Sackman Street 4 <sup>th</sup> Floor, Brooklyn, NY 11212 (between Sutter and Belmont)	(718) 636-0370	10:00 AM
March 8, 2010	Leadership Prep Brownsville Charter School	364 Sackman Street 4 <sup>th</sup> Floor, Brooklyn, NY 11212 (between Sutter and Belmont)	(718) 669-7461	6:00 PM
March 11, 2010	Leadership Prep Bedford-Stuyvesant Charter School	141 Macon Street, Brooklyn, NY 11216 (between Marcy and Tompkins)	(718) 636-0360	6:00 PM
March 23, 2010	Brownsville Collegiate Charter School	364 Sackman Street 4 <sup>th</sup> Floor, Brooklyn, NY 11212 (between Sutter and Belmont)	(718) 636-0370	6:00 PM
March 23, 2010	Excellence Girls Charter School	794 Monroe Street 3 <sup>rd</sup> Floor, Brooklyn, NY 11221 (between Ralph and Patchen)	(718) 638-1875	6:00 PM

The 2010 lotteries for Uncommon elementary schools will be held on April 14, 2010, at 6:00 PM at each school.

The public is invited to attend, **though your attendance is not required**.

All families who submitted applications will be notified of their status following the lotteries.

**\*\*PLEASE TEAR OFF AND KEEP PAGES 1-3 FOR YOUR RECORDS\*\***

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**LOTTERY PREFERENCES: COMMUNITY SCHOOL DISTRICT AND INCOME**

There are two types of preferences applied in our admissions lotteries. Please see the table below for details on how to qualify for each preference. All grade-eligible students in New York City are encouraged to apply, regardless of preference eligibility.

The best way to turn in documentation demonstrating that you qualify for a preference is by hand at one of the schools listed on page 1. If you are unable to hand it in, you can mail or fax it to one of the schools listed on page 1 (but you must follow your mail/fax with a phone call to confirm it arrived).

Preferences	Documentation (What you <u>must</u> submit in advance of the lotteries to be considered for preference)	Frequently Asked Questions
<b>Residence-Based Preference</b>		
<p>Child’s household is in the same Community School District (CSD) as the school.</p>	<p><b>Any ONE of the following forms of proof of address (photocopy OK):</b></p> <ul style="list-style-type: none"> <li>• Utility bill issued by ConEd or National Grid;</li> <li>• NYC Housing Authority or HR Admin letter;</li> <li>• Payroll receipt;</li> <li>• Lease, deed, or mortgage statement;</li> <li>• Property tax bill; or</li> <li>• Water bill.</li> </ul> <p>Letter submitted:</p> <ul style="list-style-type: none"> <li>• must be in parent or guardian’s name;</li> <li>• must show child’s address;</li> <li>• must be current as of 1/1/10.</li> </ul>	<p><b>How do I know what CSD I live in?</b> To determine your CSD, visit the NYC city planning website: <a href="http://gis.nyc.gov/dcp/at/fl.jsp">http://gis.nyc.gov/dcp/at/fl.jsp</a>. Type in the address info at the top of the page. If you have any difficulty with this website, please call the Office of Family Engagement and Advocacy at (212) 374-2323.</p> <p><b>What forms of address are <u>NOT</u> accepted as proof?</b></p> <ul style="list-style-type: none"> <li>• Cable bill;</li> <li>• Driver’s license;</li> <li>• Letter from employer;</li> <li>• Medical or insurance card;</li> <li>• Phone bill.</li> </ul>
<p><b>*Leadership Prep Brownsville ONLY*:</b> Currently attends or is zoned to attend a school that received a grade of “F” in its most recent NYC Department of Education Progress Report.</p>	<p>Proof of address, per the requirements for the Community School District preference.</p>	<p><b>How do I know if my child’s current or zoned school received a grade of “F” last year?</b> Visit the NYC Department of Education Accountability website and look up your child’s school: <a href="http://schools.nyc.gov/Accountability/SchoolReports/ProgressReports/FindAProgressReport/default.htm">http://schools.nyc.gov/Accountability/SchoolReports/ProgressReports/FindAProgressReport/default.htm</a></p> <p>If your child is not yet in school, visit the CSD website (<a href="http://gis.nyc.gov/dcp/at/fl.jsp">http://gis.nyc.gov/dcp/at/fl.jsp</a>) to find out what schools your child is zoned to attend, and then look up that school on the DOE Accountability website.</p>
<b>Income Preference (NOTE: <i>**Does not apply to Leadership Prep Brownsville</i>)</b>		
<p>Household income of the household where child resides is within limits set by the NYC Department of Education for Free and Reduced-Price Lunch eligibility.</p>	<p><b>A completed NYC Department of Education Free and Reduced-Price Lunch form.</b></p> <p>Form is available at the information sessions or for pick-up at the schools. You can also print the form on page 16 from the internet at the following link: <a href="http://www.opt-osfns.org/osfns/Mealsapp/FORMS/2009-10%20Eligibility%20GuidelinesForFreeandReducedPriceMeals.pdf">www.opt-osfns.org/osfns/Mealsapp/FORMS/2009-10%20Eligibility%20GuidelinesForFreeandReducedPriceMeals.pdf</a></p>	<p><b>What information do I need to complete this form?</b> You will need to know the income of all adults in your household to complete this form.</p>
<p><b>**Child’s household receives SNAP/Food Stamps or TANF benefits.</b></p>	<p><b>An original or a copy of the most recent award letter received from the New York Office of Temporary and Disability Assistance.</b></p> <p>Letter submitted:</p> <ul style="list-style-type: none"> <li>• must be in parent or guardian’s name;</li> <li>• must show child’s address;</li> <li>• must be current as of 1/1/10.</li> </ul>	<p><b>What if I do not have a copy of my award letter?</b></p> <ul style="list-style-type: none"> <li>• You can get a replacement SNAP/Food Stamps letter at your nearest Food Stamp center. A directory of centers in NYC is available here: <a href="http://www.nyc.gov/html/hra/html/directory/food.shtml">www.nyc.gov/html/hra/html/directory/food.shtml</a></li> <li>• If your family receives TANF benefits, you can get a replacement TANF and/or Food Stamps acceptance letter at your nearest Job Center. A directory of centers in NYC is available here: <a href="http://www.nyc.gov/html/hra/html/directory/job_centers.shtml">www.nyc.gov/html/hra/html/directory/job_centers.shtml</a></li> </ul>
<p><b>**Child resides in an NYC Housing Authority (NYCHA) development.</b></p>	<p>Proof of address, per the requirements for the Community School District preference (see the Community School District row above).</p>	<p><b>If I live in the CSD and also in an NYCHA development, do I need to submit more than one proof of address?</b> No – just submit one copy of one of the accepted forms of proof of address.</p>

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Office Use Only

Date:

Time:

Timely? Y N

Dist Pref? Y N

Income Pref? Y N

WHICH ELEMENTARY SCHOOL(S) ARE YOU APPLYING TO? (check all that apply)

Excellence Boys (225 Patchen Ave. between Macon & Macdonough) Community School District: 16 \* Only K applications will be accepted \* Only boys will be accepted

EXCELLENCE BOYS

Leadership Prep Bedford-Stuyvesant (141 Macon Street between Marcy & Tompkins) Community School District: 13 \* Only K applications will be accepted

LEADERSHIP PREP Bedford Stuyvesant Charter School

Excellence Girls (794 Monroe Street between Ralph & Patchen) Community School District: 16 \* Only K applications will be accepted \* Only girls will be accepted

EXCELLENCE GIRLS

Leadership Prep Ocean Hill (proposed location 1137 Herkimer St between Saratoga Avenue & Thomas Boyland Street) Community School District: 23 \* Kindergarten and 1st Grade applications accepted

LEADERSHIP PREP

Leadership Prep Brownsville (364 Sackman Street between Belmont & Sutter) Community School District: 23 \* Only K applications will be accepted

LEADERSHIP PREP Brownsville Charter School

Please print clearly.

1. STUDENT INFORMATION

Student's Last Name, First Name

Grid for student name

Student's Date of Birth (MM/DD/YEAR)\*

MM/DD/YYYY date grid

\* A student must turn five on or before December 31, 2010, to be eligible for the Kindergarten lotteries.

Student's Current Grade (2009-10 school year): (circle one) Not In School Pre-Kindergarten Kindergarten

Applying for Grade (2010-11 school year): [ ] K [ ] 1st (Leadership Prep Ocean Hill only) (Student must turn six on or before December 31, 2010, to be eligible for the Leadership Prep Ocean Hill 1st Grade Lottery; 1st Grade applicants for other schools should contact the school directly for a waitlist application.)

Student's Gender: [ ] Male [ ] Female

2. FAMILY INFORMATION

Student's Mother's/Guardian's Last Name, First Name

Grid for mother/guardian name

Student's Father's/Guardian's Last Name, First Name

Grid for father/guardian name

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**2. FAMILY INFORMATION continued**

Home Phone

			-				-					
--	--	--	---	--	--	--	---	--	--	--	--	--

Cell Phone

			-				-					
--	--	--	---	--	--	--	---	--	--	--	--	--

Work Phone

			-				-					
--	--	--	---	--	--	--	---	--	--	--	--	--

Email Address

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Student's Home Address (House #, Street, Apartment #)

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

City

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

State

N	Y

ZIP

--	--	--	--	--

Is this a NYCHA Housing Development?  Yes  No

If yes, name of the development:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

\* Please note that, while providing this information is optional, residence in an NYCHA Development may qualify you for preference in the lotteries. See **Page 3** for details on income preference.

**3. SIBLING INFORMATION**

Does the applicant have a sibling (brother, sister, or other child legally under your care) CURRENTLY attending an Uncommon elementary school?

YES  NO

If yes, name of sibling: \_\_\_\_\_ School: \_\_\_\_\_

Does the applicant have a sibling applying to an Uncommon elementary school for the 2010-11 school year?

*(NOTE: you must submit one application for every student who is applying)*

YES  NO

If yes, name of sibling: \_\_\_\_\_ School: \_\_\_\_\_ Grade: \_\_\_\_\_

**4. HOW DID YOU HEAR ABOUT US?**

\_\_\_\_\_

\_\_\_\_\_

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**5. MY FAMILY PLANS ON SUBMITTING THE FOLLOWING DOCUMENTS TO ESTABLISH PREFERENCE IN THE UNCOMMON SCHOOLS ELEMENTARY LOTTERIES (SEE PAGE 3 FOR ACCEPTED DOCUMENTS):**

PLEASE CHECK ALL THAT APPLY.

- |  |   |
|--|---|
| <input type="checkbox"/> Proof of Residence in Community School District | <input type="checkbox"/> SNAP or TANF Award Letter                                      |
| <input type="checkbox"/> Free or Reduced Price Lunch Form                | <input type="checkbox"/> NYC Housing Authority or Human Resources Administration letter |

**6. FAMILY COMMITMENT**

Uncommon Schools elementary schools believe that, in order for students to learn and grow, it is essential that we all do our part. Students, parents, teachers, and administrators all have responsibilities to promote student learning and growth. We are all educational partners who must help ensure that our students learn to the best of their ability.

The below Family Covenant of Commitment describes important responsibilities and school expectations that families must understand and accept once they have made the choice to apply to and enroll at one of our schools.

1. **Timeliness/Attendance** – I understand that every school day is important and that it is my responsibility to get my child to school every day on time. If my child takes the bus, I will make sure he or she is at the bus stop on time. I will also never schedule family vacations or non-urgent doctor’s appointments during school time. I will have my child cared for on Friday afternoons when they will be dismissed early so that their teachers can meet and plan for their education.
2. **Support & Homework** – I will always help my child in the best way I know how, and I will do whatever it takes for my child to learn. I will provide a quiet space for my child to study, and I will check my child’s homework every night. If my child needs extra help to reach mastery and is required to attend tutoring, I will arrange for transportation home at 5:00/5:15 PM. If my child is required to attend Summer Academy, I will make any arrangements necessary so that he or she will be able to attend.
3. **Independent Reading** – I will insist that my child reads for at least 20 minutes a night (including weekends, holidays, and school vacations), and I will never sign the reading log unless I have personally seen my child read.
4. **Communication** – I will make myself available to my child and all of his or her teachers. I will return phone calls from school staff within 24 hours. If I am asked to attend a meeting regarding my child’s education or behavior, I will be there. I will read all updates and memos sent home by the school, and I will return all necessary information immediately.
5. **Uniform** – I will send my child to school every day in school uniform. I understand that if my child is not in uniform, he or she may not be allowed in class and someone from my family will have to come to the school with the required items.
6. **School Rules** – I understand that Uncommon elementary schools have high behavioral expectations, and I will make sure that my child learns to live up to them. I understand that my child must follow these rules to protect the safety, interests, and rights of all individuals. I fully understand that Uncommon elementary schools have a “sweat the small stuff” environment, and I also understand that my child may lose privileges or have other disciplinary consequences if my child violates the rules. I will support the school in its efforts to enforce high standards for behavior and citizenship. If my child violates the rules as outlined in the school’s Code of Conduct, my child will have disciplinary consequences. If my child’s behavior is severely disruptive, I will pick my child up from school immediately if asked to do so by an administrator.
7. **Attendance at Family Meetings** – I will attend all required family meetings, including pre-year Orientations and Report Card Conferences during the school year.

I understand that I am not required to sign this pledge as a term of my child’s application or admission to an Uncommon elementary school, but do so voluntarily because I believe that Uncommon elementary schools are a partnership between families and educators in creating the best possible education for my child.

Parent or Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**7. CONFIRMATION**

I certify that the statements and information I am providing in this application are true, accurate, and complete.

Parent or Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

This form allows the DOE to determine if your child qualifies for free or reduced price lunch. **If your household income meets eligibility requirements**, it is to your advantage to submit this form as it may increase the odds that your child will be selected in the admissions lottery.

**New York City Department of Education**  
**2009-2010 Application for Free and Reduced-Priced Meals**

F  R  D

USE BLACK INK, PRINT NEATLY, COMPLETE ONE APPLICATION FOR ALL CHILDREN ATTENDING THE SAME SCHOOL. RETURN APPLICATION TO YOUR CHILD'S SCHOOL.

I DO NOT QUALIFY FOR FREE OR REDUCED-PRICED MEALS. Complete Part 2 and School Information. Sign and date form then return to school.

**HOUSEHOLDS WITH FOSTER CHILDREN:** You must complete a separate application for each foster child. Check box if this application is for a foster child

List the child's monthly personal use income. Write "0" if the child does not receive personal use income. \$     / Monthly

**LIST ONLY THE CHILDREN ATTENDING THIS SCHOOL**

Enter School Information

	* Birthdate			Print Legal Name of Students Attending This School (*Optional Information)			*Gender	*Grade	*OSIS # (School ID Number)
	MM	DD	YY	First Name	MI	Last Name			
1.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

School Name

School #

Check Box for School Borough

M  BX  Q  BK  SI

3 Write the Food Stamp or TANF case number as shown on your benefit letter. Do not use number on your benefit card. Sign the application in Part 5. You must complete a separate application for children with a difference case number or no case number.

FOOD STAMP Case # (See Instructions)

TANF/FDPIR Case #

4 LIST THE NAMES OF ALL OTHER MEMBERS IN YOUR HOUSEHOLD. DO NOT INCLUDE CHILDREN ALREADY LISTED IN PART 2.

**LIST ALL CURRENT INCOME AND PAY PERIOD**

Current income is your income at the present time before taxes and other deductions. If pay period is not noted, the reported income will be processed as WEEKLY. Use these letters to indicate how often income is received. W=Weekly; B=Bi-Weekly; M=Monthly; T=Twice a month; Y=Yearly

	Gross Earnings from Work (Before Deductions): ALL JOBS		Child Support/Alimony Payments		Pay from Pension, Retirement /Social Security		Any Other Income	
	How Often?	How Often?	How Often?	How Often?	How Often?	How Often?	How Often?	
1.	\$ <input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
2.	\$ <input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
3.	\$ <input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
4.	\$ <input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
5.	\$ <input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
6.	\$ <input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
7.	\$ <input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>

TOTAL HOUSEHOLD MEMBERS. Add the names listed in Parts 2 and 4 (enter 1 if Foster Child)

SIGNATURE: An adult household member MUST sign the application before it can be approved.

I certify that all of the information is true and that all income is reported. I understand that the information is being given for the school to receive federal funds; that school officials may verify the information and that deliberate misrepresentation of the information may subject me to prosecution under applicable state and federal laws, and my children may lose meal benefits.

5  Signature of adult household member completing this form

Print name of adult household member completing this form

Today's Date MM DD YY

Adult Household Member Social Security #

If you do not have a Social Security Number you must write the word "NONE"

Address Apt# City, NY Zip

Best Time To Call:

Home Phone

Daytime Phone

Cell Phone

8 am - 11 am

11 am - 2 pm

2 pm - 5 pm

5 pm - 8 pm