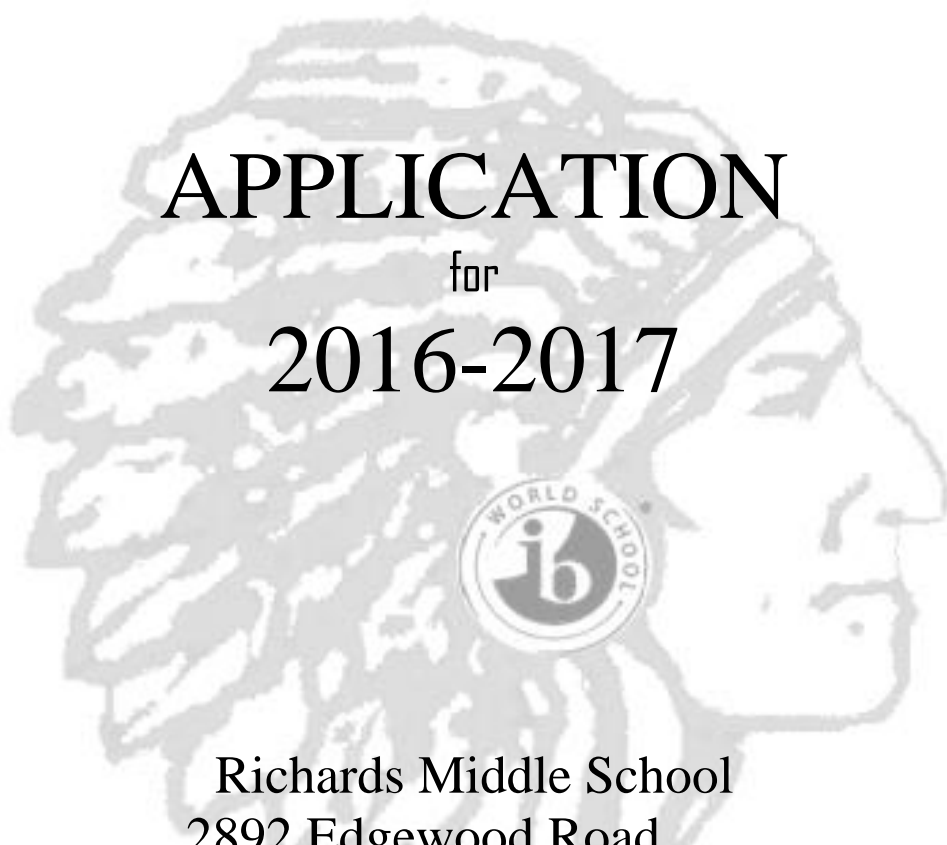


# RICHARDS MIDDLE SCHOOL

## International Baccalaureate Programme



# APPLICATION

for

# 2016-2017

Richards Middle School  
2892 Edgewood Road  
Columbus, GA 31906  
Office: 706-569-3697  
Fax: 706-569-3704

Website: <http://richardsmcsdga.com/>

## RICHARDS MIDDLE SCHOOL and the International Baccalaureate Program

### General Information and Application Procedures:

The process of magnet application at Richards is based on absolute confidentiality. It has resulted in a diverse student population from multiple elementary schools throughout Columbus. Consideration for admission into the Richards Middle School IB Program will commence once the applicant's admission folder is complete. Entrance into the program will be determined by a combination of test scores, grades, writing ability, attendance, and teacher recommendations.

**Consideration for admission** into the Richards Middle School IB Magnet Program will commence once the applicant's Admission Folder is complete.

Admission Folder must include:

1. Application Form
2. Recommendation forms from current teachers:
  - Language Arts teacher
  - Math teacher
2. Copies of current & previous year's report card
  - Incoming 6<sup>th</sup> grader=4<sup>th</sup> grade and 5<sup>th</sup> grade - 1<sup>st</sup> semester
3. Copies of norm-referenced test scores if not attending a MCSD school in 5<sup>th</sup> grade
4. Testing completed and scored
  - Testing dates (no appointment necessary):
    - November 14, 2015 at 9 AM
    - December 8, 2015 at 1:30 PM (Early Release Day)
    - January 9, 2016 at 9 AM
    - January 30, 2016 at 9 AM
  - Testing location: Richards Middle School, main entrance
  - Testing last approximately 90 minutes

### Magnet application Timeline

1. Applications will be accepted until February 1, 2016, however, consideration for slots will begin upon receipt of application.
2. Acceptance or Denial letters will be mailed to parents/guardians no later than February 10, 2016.
3. Parents/Legal Guardians need to return Magnet Transfer Request forms and other documentation mailed to them to Richards Middle School to acknowledge acceptance into program by February 26, 2016.

### INTERNATIONAL BACCALAUREATE PROGRAM MAGNET CLASSES

Required of All Grades

<u>IB DISCIPLINE</u>		<u>MINIMUM DURATION</u>
Mathematics	6 <sup>th</sup> , 7 <sup>th</sup> & 8 <sup>th</sup> Grade: Advanced GPS Math (*Specific MCSD criteria must be met for Advanced Math)	All year
Science	Earth 6 <sup>th</sup> , Life 7 <sup>th</sup> , Physical 8 <sup>th</sup>	All year
Language Arts	Grammar, writing, literature	All year
Foreign Language	High School Spanish	All year
Humanities	World cultures (Georgia studies 8 <sup>th</sup> )	All year
Physical Education	PE and health	50 hours
The Arts	Band, chorus, drama, or orchestra (1 required for IB students)	All year
Technology	Technology, computer applications (through fine arts class)	50 hours

**Each year, IB students will take a performing arts class. The course they choose as a 6<sup>th</sup> grader will be continued for the duration of their middle school career**

## CONTINUATION IN THE PROGRAM

Students in the IB program are carefully chosen based on their potential and their realized achievement. Consequently we expect them to be highly successful, despite the challenging nature of our instructional content. The standards for continuing in the program are:

### 6<sup>th</sup> GRADE (IB):

1. Completion of a directed “History Day” project
2. Completion of a directed science project
3. Participation in all grade level language arts competitions
4. Participation in all grade level math competitions
5. Participation in the Foreign Language Fair
6. Five hours of community service (See below)
7. Maintenance of a GPA of 3.0 or better (overall of 80% average)

### 7<sup>th</sup> GRADE (IB):

1. Completion of a “History Day” project
2. A \* project entered in the Science Fair
3. Participation in all grade level language arts competitions
4. Participation in all grade level math competitions
5. Participation in the Foreign Language Fair
6. Ten hours of community service (See below)
7. Maintenance of a GPA of 3.0 or better (overall of 80% average)

### 8<sup>th</sup> GRADE (AP):

1. Completion of a “History Day” project
2. A project\* entered in the Science Fair
3. Participation in all grade level language arts competitions
4. Participation in all grade level math competitions
5. Participation in the Foreign Language Fair
6. Fifteen hours of community service (See below)
7. Participation in a class community and service project
8. Maintenance of a GPA of 3.0 or better (overall of 80% average)

Community Service Hours Due Dates

	1 <sup>st</sup> Nine Weeks	2 <sup>nd</sup> Nine Weeks	3 <sup>rd</sup> Nine Weeks	4 <sup>th</sup> Nine Weeks	Total
6 <sup>th</sup> Grade	1 hour	2 hours		2 hours	5 hours
7 <sup>th</sup> Grade	3 hours	3 hours		4 hours	10 hours
8 <sup>th</sup> Grade	4 hours	5 hours		6 hours	15 hours

\*Acceptable by Georgia Science and Engineering Fair standards

### CONSEQUENCES:

- ❖ Students who do not satisfactorily participate in the required competitions or projects will be dropped from the program.
- ❖ Students whose grade drops below 80 for one grading period will be put on probation for the next nine weeks
- ❖ A committee of their team teachers, the IB Coordinator and Principal, will evaluate students who earn an “F” in an academic class. Removal from the program may be the result.

**CONDUCT:** Students in the IB magnet program are expected to exhibit exemplary conduct. An environment conducive to high achievement cannot occur with student disruption. Therefore any student who receives an assignment from the office of ISS, Saturday School, or OSS will be automatically on disciplinary probation. Any student who receives a second assignment with any of these consequences during the school year will be removed from the program.

**\*Students who receive three office referrals for serious offenses (not to include excessive tardies or dress code violations) will be removed from the program.**

**ATTENDANCE:** Daily attendance in class is vitally important for student success in any program. Because we want our students to be successful and derive the greatest educational benefit from their classes, we expect our students to adhere to the MCSD requirements for attendance. Failure to do so may result in removal from the magnet program.

*Removal of non-resident students from the magnet program will result in assignment to their home school.*



# Richards Middle School

International Baccalaureate World School  
Application Deadline: February 1, 2016



## APPLICATION FOR ENROLLMENT

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

FATHER/GUARDIAN'S Name \_\_\_\_\_ Home Phone \_\_\_\_\_

Name of Employer \_\_\_\_\_ Work Phone \_\_\_\_\_

MOTHER/GUARDIAN'S Name \_\_\_\_\_ Home Phone \_\_\_\_\_

Name of Employer \_\_\_\_\_ Work Phone \_\_\_\_\_

Current school \_\_\_\_\_ Middle School you are Zoned for: \_\_\_\_\_

List volunteer/school activities in which you are currently involved: \_\_\_\_\_

List any hobbies/activities in which you are interested, including school activities: \_\_\_\_\_

Please have the student write a short paragraph stating why he/she wants to enroll in the Richards IB Program (Continue on back if needed.)

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Will there be a need for accommodations/modifications? \_\_\_\_\_ Yes \_\_\_\_\_ No  
If yes, please provide documentation of needed accommodations and/or modifications.

**THIS COMPLETED APPLICATION MUST BE ACCOMPANIED BY:**

1. A copy of last year report card
2. A copy of current year report card
3. Copy of standardized test scores (CRCT scores for MCSD students are sent by the

district.) Student from out of MCSD must provide test scores.

**Mail to:**  
Kimberly M. Casleton  
Richards Middle School

**2892 Edgewood Road  
Columbus, GA 31906  
School phone: 706-569-3697  
School fax: 706-569-3704  
Casleton.kimberly.m@muscogee.k12.ga.us**

**RICHARDS MIDDLE SCHOOL**  
*International Baccalaureate Program*

**Current LANGUAGE ARTS TEACHER RECOMMENDATION FORM (Confidential)**

STUDENT NAME: _____
TEACHER: _____  SCHOOL: _____

*The International Baccalaureate Program at Richards offers a rigorous, challenging, and demanding curriculum. It is for students who wish to stretch themselves academically and take responsibility for their own learning. Successful applicants must be self-motivated and well-disciplined students who are eager for this type of challenge. They will be heavily involved in both creative writing and research papers.*

Please MAKE COMMENTS BELOW REGARDING THIS STUDENT, and MARK THE ITEMS ON THE SKILL CHART WHICH APPLY

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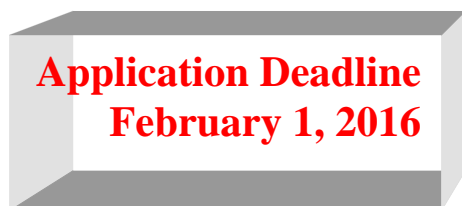
Check the appropriate boxes:

SKILL	Always	Usually	Sometimes	Seldom	Never
Uses higher order thinking skills					
Meets deadlines / Completes Work on Time					
Achievement in relation to ability					
Reads critically					
Intellectual curiosity					
Recognizes different purposes & methods of writing					
Quality of Written Expression					
Practices good Self-Control					
Initiative					
Cooperation with others					

YOUR OBSERVATIONS ARE IMPORTANT TO THE ADMISSIONS COMMITTEE. COMMENTS REGARDING THE SUITABILITY OF THIS STUDENT FOR THE IB PROGRAM ARE FACTORED INTO OUR ADMISSIONS RUBRIC.

Teacher Signature: \_\_\_\_\_ Date: \_\_\_\_\_

To maintain confidentiality, please send this completed form DIRECTLY TO:



**Kimberly M. Casleton, IB Coordinator**  
Richards Middle School / 2892 Edgewood Road / Columbus, GA 31906  
Phone: 706-569-3697 Fax: 706-569-3704  
E-mail: Casleton.kimberly.m@muscogee.k12.ga.us  
website: <http://richardsmcsdga.com/>

***Thank you very much for the effort and time that you put into filling out this form.***

# RICHARDS MIDDLE SCHOOL

## *International Baccalaureate Program*

### Current MATHEMATICS TEACHER RECOMMENDATION FORM (Confidential)

STUDENT NAME: _____
TEACHER: _____ SCHOOL: _____

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Please MAKE COMMENTS BELOW REGARDING THIS STUDENT, and MARK THE ITEMS ON THE SKILL CHART WHICH APPLY

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Check the appropriate boxes      5 = Always      4 = Usually      3 = Sometimes      2 = Seldom      1 = Never

SKILL	5	4	3	2	1
Data & Statistics (Collecting, organizing, displaying, & interpreting data)					
Whole Numbers (Using arithmetic operations to make correct computations)					
Decimal Fractions (Use arithmetic operations to make correct computations)					
Fractions (Use arithmetic operations of addition & subtraction to make correct computations with mixed fractions & fractions that have unlike denominators)					
Algebra (Use variables to express unknown quantities)					
Geometry (Identify & construct points, lines, angles, & 2-dimensional geometric figures)					
Measurement (Use customary & metric measurement to find the dimensions of 2-dimensional geometric figures)					
Process Skills (Use the problem-solving process & various problem-solving methods to solve word problems)					

YOUR OBSERVATIONS ARE IMPORTANT TO THE ADMISSIONS COMMITTEE. COMMENTS REGARDING THE SUITABILITY OF THIS STUDENT FOR THE IB PROGRAM ARE FACTORED INTO OUR ADMISSIONS RUBRIC.

Teacher Signature: \_\_\_\_\_ Date: \_\_\_\_\_

To maintain confidentiality, please send this completed form DIRECTLY TO:

**Kimberly M. Casleton, IB Coordinator**

Richards Middle School / 2892 Edgewood Road / Columbus, GA 31906

Phone: 706-569-3697      Fax: 706-569-3704

E-mail: Casleton.kimberly.m@muscogee.k12.ga.us

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***Thank you very much for the effort and time that you put into filling out this form.***

