



## Milpitas Montessori School Monthly Tuition Rates (7 a.m. to 6 p.m.)

Rates effective September 1, 2017

PROGRAM Monday-Friday	Preschool	K-2 <sup>nd</sup> Grade
Preschool A.M. <b>9:00-12:00</b>	<b>\$810/mo</b>	N/A
Preschool P.M. <b>12:30-3:30</b>	<b>\$705/mo</b>	N/A
Full-Time <b>9:00-3:00</b>	<b>\$1105/mo</b>	<b>\$1100/mo</b>
Full-Time with Extended Daycare <b>7:00-6:00</b>	(+ \$170) <b>\$1275</b>	(+ \$170) <b>\$1270</b>

### School Fees, Payment Policies, and Termination

- **Subsidized Child Care:** Effective June 20, 2016, we will no longer be accepting enrollment from families whose tuition is paid by a subsidized child care assistance program. Tuition must be paid directly by parents and/or guardians, as government or any other subsidized agency funding education will not be accepted.
- **Tuition Payment:** Parents must be enrolled in our Smart Tuition auto-pay program, which automatically debits their account on the 1st of each month.
- **Registration Fee (Non-refundable):** \$135 for new students and an annual \$100 for returning students. Before paying a registration fee, parents must be certain of their child's start date. A child's start date must be indicated on the application page and must be within 30 calendar days from the date registration fee is paid. After this period, the school is no longer obligated to reserve a seat for the child.
- **Deposit:** A \$500 deposit is due at the time of registration for new one-student families. Families with more than one student enrolled are required to submit \$300 for each additional child. Refund will be provided in full on last day of school only if a written 30-day withdrawal notice is given and account is in good standing.
- **Materials Fee:** \$100 for all preschoolers and \$150 for K-2<sup>nd</sup> graders is also required.
- **Summer Activity Fee:** \$65 for preschool and \$70 for K-2<sup>nd</sup> grade children who are enrolled for any portion of the summer session.
- **Lunch:** Lunch service is not provided. All full-time children must bring lunch from home.

- **Holidays, Closures, and Vacations:** Monthly tuition rate has already factored in all school holidays and closures. Therefore, tuition must still be paid in full regardless of holidays and closures. Tuition will not be further discounted, credited, or prorated due to holidays, closures, or student absences, nor will tuition be increased for longer months. In addition, tuition must be paid in full during vacations and absences.
- **Withdrawal Policy:** A 30-day written notice is required to withdraw from the program. Withdrawal notice cannot be given during the first six weeks of enrollment and/or the first six weeks of the fall session.
- **Termination Policy:** The school reserves the right to terminate a child's enrollment if the child: (1) displays frequent unacceptable, aggressive, or immature behavior, (2) requires a teacher's one-to-one attention, (3) is not fully potty-trained (including wiping/cleaning), (4) has a delinquent account, or (5) if the school feels it cannot meet the physical, emotional, or psychological needs of the child.

# Milpitas Montessori School Admission Agreement

## **1. Description of Services:**

The school provides an academic Montessori program for fully-potty trained children between 30 months and 8 years old.

The different programs are listed below:

Preschool full-time program: 9:00 – 3:00.

Preschool Morning (AM) program: 9:00 – 12:00

Preschool Afternoon (PM) program: 12:30 – 3:30

Kindergarten-2<sup>nd</sup> Grade program: 9:00 – 3:00

Extended Daycare option for preschool-2<sup>nd</sup> grade: 7:00am – 9:00am and/or 3:00pm – 6:00pm

Children enrolled in the school will experience an enriched Montessori approach under the guidance of experienced and caring teachers. The program is individualized, recognizing each child's unique pattern of growth, talents, and needs. It will operate with the principles, objectives and methods laid down by the late Dr. Maria Montessori, the founder of the Montessori Method of education. They are provided a stable and secure environment in which to learn and grow academically and socially. The teachers also help the children develop inner-discipline and become mature, self-reliant, and responsible.

## **2. Optional Services:**

Optional extended daycare service (7:00am – 9:00pm and 3:00pm – 6:00pm). Optional extracurricular activities are also offered to students each year. These classes could include dance, gymnastics, arts and crafts, and music, which are available through arrangements with outside organizations or instructors (classes offered any given year will vary or may be cancelled depending on enrollment). These organizations determine the rates and collect the fees for their classes. Schedules, fees, and additional information are available through the office.

## **3. Payment Provisions:**

Full time: \$1050/month for preschool; \$1045/month for K-2<sup>nd</sup> grade

Part-time Preschool AM: \$770/month

Part-time Preschool PM: \$670/month

Optional extended care program between 7:00am – 9:00am and/or between 3:00pm – 6:00pm: additional \$140/month

If a rate change is needed, parents will be notified at least 30 days in advance.

A \$135.00 registration fee and \$500 one-time deposit per child (\$300 per additional child within the family) is required upon enrollment. Tuition is due on the 1<sup>st</sup> of each month. All parents are required to be a part of our SMART Tuition Auto-debit Program. No child will be enrolled into the program until all paperwork has been completed and checked by the director.

## **5. Medical Assessment**

Prior to, or within 30 calendar days following the enrollment of a child, the parent must submit to the school a written medical assessment of the child (i.e., Physician's Report which requires a medical exam). The medical assessment shall provide the following: a) screening for tuberculosis (including Mantoux, skin test if deemed necessary by physician), b) immunization record, c) identification of the child's special problems and needs, and d) identification of any prescribed medications being taken by the child.

## **5. Refund Policy:**

All registration fees are non-refundable and is paid to reserve a child's placement in school for up to 30 days, which must be paid whether your child is in attendance or not. Tuition payments will not be refunded, credited, or prorated for holidays, illness, absences, vacations or any other absences. If a parent wishes to withdraw their child for any reason, a written thirty-day notice must be given to the Director. Deposit of \$500 is refunded to parents upon withdrawal given that they provide the Director with proper notice and all outstanding fees to the school have been paid.

## **6. Termination Conditions:**

The school reserves the right to terminate the enrollment of a child for any of the following reasons:

- a) Child has extreme behaviors that injure/harm others in the classroom.
- b) Parent/guardian has not paid the agreed upon fee or has been late paying the fee more than twice in a six month period.
- c) If the school feels that due to individual circumstances, the school cannot meet the physical, emotional, and/or psychological needs of the child.

## **7. Rights of the Licensing Agency:**

The State of California Licensing Agency (Community Care Licensing) has the following authority:

- a) to interview children, or staff, and to inspect and audit child or facility records without prior consent.
- b) to observe the physical condition of the child(ren), including conditions which could indicate abuse, neglect, or inappropriate placement, and to have a Licensed medical professional physically examine the child(ren). The local licensing agency may be contacted at the following address and phone number: 2580 North Street, Suite 300, San Jose, CA 95131, (408) 324-2148.

**By signing below, I have read the admission policies of Milpitas Montessori School and agree to abide by these policies.**

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Director's Signature

\_\_\_\_\_  
Date

Milpitas Montessori School  
1500 Yosemite Dr.  
Milpitas, CA 95035  
(408) 263-0991

## PRESCHOOL CURRICULUM

- 1) **Practical Life**: buttoning, folding, zipping, sorting, pouring, spooning, cutting, scissors/knife, using tweezers
- 2) **Sensorial**: sorting (by color and shape), size discrimination, five senses
- 3) **Math**:
  - a) Numbers – counting to 100, symbols to 20, quantities to 20, writing numbers 0-20, single-digit addition, subtraction (understand concept), time to the hour, identify ordinals, place value
  - b) Geometry – shapes, geometric solids, patterns, polygons
- 4) **Language**: know all letters both by name and phonetic sound, forming all letters properly lower case, writing first name properly, blending sounds, forming/reading 3-letter phonetic words, know some sight words, color words, days, months, rhyming words, communication skills
- 5) **Botany**: Life cycle of plant, know fruits and vegetables, parts of tree and flower
- 6) **Zoology**: know living and non-living characteristics, vertebrate, invertebrate, metamorphosis of butterfly and frog
- 7) **Geography**: continents, basic landforms, island, lake, hemispheres

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**Preschool Daily Schedule**

**Morning Day Care (7:00 - 9:00)**

7:00 – 9:00 School opens; Morning day care begins (free play indoors – coloring, toys)

**School Hours (9:00 - 3:00)**

9:00 – 10:00 Work time; Academic work session: free-choice individual work time and/or small-group work

10:00 – 10:15 Potty, wash-up, and group snack

10:15 – 10:50 Circle Time: Music and movement; Calendar and attendance; story time  
Montessori lessons/Presentation (i.e., language, math, science, geography)

10:50 – 11:00 Potty and wash-up

11:00 – 11:30 Playground and wash-up

11:30 – 12:00 Lunch (full-time and extended AM children only)

12:00 Dismissal of AM children (must be picked up no later than 12:00)

12:00 – 12:10 Lunch clean-up, bathroom, preparation for nap, quiet reading  
(Nap time 12:15 – 1:45 for preschool nappers)

12:10 – 12:30 Quiet rest time for full-day non-nappers

12:30 – 12:40 Arrival of PM children

12:40 – 1:10 Playground (PM children and non-nappers)

1:10 – 1:20 Potty and wash-up (PM children and non-nappers)

1:20 – 1:45 Mon. – Thu.: Circle Time- music & movement, calendar, attendance, story time, Montessori lessons/presentation (i.e., language, math, science, geography)  
Friday: Circle Time- calendar, attendance, movie time

1:45 – 2:55 Academic Work Session: free-choice individual work time and/or small-group work (snack is available at this time for the children to enjoy at their discretion)

2:55 – 3:00 Clean up time; Dismissal of children who are not in day care

**After School Day Care (3:00 - 6:00)**

3:15 – 4:00 Playground

4:00 – 4:15 Wash-up and bathroom

4:15 – 4:35 Snack time (parents must provide after-school snack for children)

4:35 – 6:00 Group activity (art, group games, etc.), indoor free play and activities  
(Fridays: Movie day)

6:00 School closes immediately at 6:00

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## **Kindergarten Daily Schedule**

9:00 a.m. – 9:30 a.m. – Morning circle

9:35 a.m. – 10:35 a.m. – Individual work time

10:40 a.m. – 11:15 a.m. – Montessori job presentation

11:15 a.m. – 11:30 a.m. – Calendar

11:30 a.m. – 12:00 p.m. – Lunch

12:00 p.m. – 12:20 p.m. – Board work

12:30 p.m. – 1:00 p.m. – Recess

1:10 p.m. – 2:10 p.m. – Afternoon circle / Montessori job presentation

2:10 p.m. – 3:00 p.m. – Work time

3:00 p.m. – 3:15 p.m. – Wrap-up

3:15 p.m. – 6:00 p.m. – Day care

3:15 p.m. – 4:00 p.m. – Recess

4:00 p.m. – 5:15 p.m. – Study hall

5:15 p.m. – 5:20 p.m. – Clean up

5:20 p.m. – 6:00 p.m. – Free play in preschool

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**1<sup>st</sup> – 2<sup>nd</sup> GRADE DAILY SCHEDULE**

Academic Hours: 9:00 AM – 3:30 PM

Day Care Hours: Morning 7:00 AM – 9:00 AM

Evening 3:30 PM – 6:00 PM

It is imperative that children are here on time every morning so they do not miss any group lessons or presentations.

**Academic Schedule:**

9:00 – 9:15            Circle

9:15 – 10:00 Group work (Reading, Math, Language)

10:00 – 11:30        Individual work

11:30 – 12:00        Recess

12:00 – 12:45        Lunch

12:45 – 1:15 Spelling/Sentence Writing/Reading

1:15 – 2:00            Circle (Geography, Botany, Zoology)  
Friday topics include Art, P.E., singing

2:00 – 3:00            Individual work

3:00                    Clean-up/Dismissal of children who are not in daycare

**Day Care Schedule:**

3:30 – 4:00            Recess/Snack

4:00 – 5:15            Study Hall

5:15– 6:00            Indoor free play and activities (Fridays: movie day)  
School closes immediately at 6:00

## EDUCATIONAL COMPARISONS

*What is the difference between the Montessori method and the conventional method?*

### MONTESSORI

Children are multi-age grouped

Children are self-paced through the curriculum, individually or in small groups

Children are taught in direct contact with the environment—natural, sensory and cultural experiences

Long blocks of time permit extended concentration

Few interruptions

Formal cognitive skills developed before age 6

Multisensorial, phonetic reading and writing opportunities

Children learn from self, peers, self-correcting materials; teacher's role is that of a guide

### CONVENTIONAL

Children are age-grouped

Class, as a group, studies one subject at a time

Children taught by indirect, abstract methods

Short blocks of time limit the child's concentration

Frequent interruptions: bells, adult interventions

Postponement of formal cognitive development until first grade

Basal readers and whole language

Teacher corrects children's errors



## FREQUENTLY ASKED QUESTIONS

### 1) Why Doesn't My Child Bring Many Papers Home From School?

*"My child doesn't bring home much paper work and I don't know what he is doing all day. He doesn't share much with us about his day either. He either tells us he did nothing or he can't remember. How do I know if he is really doing anything?"* Many parents can identify with this question.

The Montessori method is process oriented, not product oriented. This means that your child concentrates on having experiences rather than making a finished product to bring home. It is impossible for them to remember all the things they did and, for some children, their language skills are not developed enough to remember the names of all the activities.

As a child gets older, usually in the second half of his second year in a 3-6 classroom, he begins to learn to read and write. As this happens, you will see more papers. Some older children will work on a project for a long time before bringing it home. So a week's worth of work may yield just one paper product.

Resist the urge to ask your child about paperwork each week. Children may hear this as, "Mommy will be happy with me if I do paperwork so I'd better do paperwork." In a Montessori classroom, children learn at their own pace and are not pressured to "catch up" with other students. Children work in an atmosphere that is non-competitive. Pressuring children only interferes with their natural love of learning. Rest assured that the classroom is rich with opportunities to learn to use a pencil. Every child will eventually do just that. Our job, as adults in your child's life, is to wait patiently for the time when that is exciting learning for him. Most teachers are happy to answer specific questions or schedule a meeting if you feel the need. But please don't ask for or expect a mini-conference during drop-off or pick-up time.

Trust our school to create an atmosphere in which growth can happen, and trust in your child's teachers to guide the process.

### 2) Can I get a daily report for my child from Montessori School?

Unlike traditional preschool programs, Montessori programs do not issue daily or weekly reports about a child's activities. Instead of a checklist or fill-in-the-blank form, we provide comprehensive parent-teacher conferences about the child's development twice each school year.

Traditional preschools conduct programs for the entire group and the child's activities are focused in a small number of areas (e.g., sand table, art activities, dress-up corner). Montessori programs have hundreds of activities for children to choose on a daily basis. The entire program is individualized to each child's learning pace and skill set. Because of the individualized nature, it is impossible to issue a daily or weekly report without sacrificing instruction time in the classroom, and this is not an area we are willing to compromise on.