



With a personalized approach, we engage, enrich, and empower students. Our mission is to positively impact lives through educational opportunities.

## **EARLY CHILDHOOD, KINDERGARTEN, ELEMENTARY and MIDDLE SCHOOL ADMISSIONS PACKET**

Big Sky Discovery Academy  
175 Aspen Leaf Drive  
PO Box 161548  
Big Sky, MT 59716

## GENERAL INFORMATION

Big Sky Discovery Academy (BSDA) endeavors to bring together a diverse group of students who will contribute in a positive way to the life of the school and benefit significantly from the unique environment the school provides. The school does not discriminate on the basis of race, gender, color, religion, origin, ancestry, physical disability or sexual orientation. Nor do we deny admission to applicants whose families cannot afford tuition.

Our primary goal for admission is to offer enrollment to students who will thrive at BSDA. In considering an application, the Admissions Committee looks at a variety of factors. Foremost is the ability and desire of the applicant and his or her family to support the mission and philosophy of the school. Other factors include, but are not limited to, a student's academic transcripts, teacher evaluations, standardized test scores, classroom visits and developmental assessments, personal interests and talents, and qualities of character, motivation and attitude. We also consider the school's and the family's mutual understanding of the educational goals for the applicant.

The Admissions Committee's desire is to find the right match between the applicant and the school. When the match between the school, a student, and a student's family is right, the school becomes a vital extension of the home experience and a partner in the growth of the student as well as the family. If a class is full, we maintain a waiting list for qualified applicants. The school is not always able to meet the needs of every applicant. In some cases, the Admissions Committee may conclude the child would be better served in a different educational setting than BSDA offers.

We welcome your application and invite you to call the Executive Director at 406-993-2008 if you have any questions about our admissions policy or application procedures.

# APPLICATION PROCEDURE

As part of the admissions process, BSDA requires certain documents to assist in the selection of students. BSDA cannot make decisions until all documents and fees have been received. We accept applications beginning November 1<sup>st</sup> for the following school year. Applications will be considered, once complete, in the order they are received.

## **Financial Aid**

Families interested in applying for financial aid should notify the Assistant Director at the time of application. Financial Aid awards are based on family need and funds available. Admissions decisions are made without regards to financial need. Financial Aid applicants must submit a separate Financial Aid application available to download from the school website, to pick up at the school or to be mailed upon request.

## **Admission Summary**

A completed application consists of the following materials: please contact the Executive Director if the \$100 application fee creates a barrier to applying.

## **Early Childhood: Eligible if 3 years old, demonstrating readiness, potty trained**

1. Application Form and Non-refundable \$100 Application Fee
2. Parent Statement
3. Informal Parent Interview
4. Developmental Assessment

## **Kindergarten: Eligible if 5 by September 10 of current school year**

1. Application Form and Non-refundable \$100 Application Fee
2. Parent Statement
3. Teacher Evaluation (completed by applicant's current preschool or daycare teacher)
4. Informal Parent Interview
5. Developmental Assessment

## **Grades One through Three**

1. Application Form and Non-refundable \$100 Application Fee
2. Parent Statement
3. Teacher Evaluation (completed by current homeroom teacher)
4. School Records Request (submit to applicant's current school)
5. Three hour Classroom Visit

## **Grades Four through Eight**

1. Application Form and Non-refundable \$100 Application Fee
2. Parent Statement
3. Applicant Response
4. Writing Sample
5. Teacher Evaluation
8. School Records Request (submit to applicant's current school)
9. Full Day Visit

**Application Photo**

Include student photo with application submission

**Parent Statement**

Please complete on a separate piece of paper and submit with application

**Teacher Evaluations (Kindergarten through 8<sup>th</sup> grade students)**

Give to one of student's current teachers with an addressed envelope to be mailed to Big Sky Discovery Academy. Address: BSDA, PO Box 161548, Big Sky MT 59716. ATTN: ADMISSIONS

**School Records Request**

Request a copy of student records from the appropriate official from student's current school

**School Visit**

All applicants are required to do a shadow visit day at the school: early childhood for a school tour and hour-long visit; k-3 students for three hour visit; 4-8 grade students for a full day.



# APPLICATION FOR ADMISSION

## Applicant Information (Please Print)

Date: \_\_\_\_\_

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_ M.I. \_\_\_\_\_

DOB: \_\_\_\_\_ Grade applying for: \_\_\_\_\_

Current Grade: \_\_\_\_\_ Current School: \_\_\_\_\_ School Phone: \_\_\_\_\_

## Contact Information

Parent or Guardian 1: (relationship to student) \_\_\_\_\_

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Parent or Guardian 2: (relationship to student) \_\_\_\_\_

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

If parents/guardians are separated or divorced, with whom does the student reside:

\_\_\_\_\_

List all siblings and their dates of birth:

\_\_\_\_\_

\_\_\_\_\_

Has the student had any significant academic difficulties? \_\_\_\_\_ (if yes, please explain in your parent statement).

Has your child ever been dismissed, suspended or withdrawn from school, placed on probation or incurred other serious or repeated disciplinary action? \_\_\_\_\_ (if yes, please explain in a separate statement)

Are there any special circumstances in your child's life of which you would like us to be aware? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Parent or guardian signature(s):

\_\_\_\_\_ date: \_\_\_\_\_

\_\_\_\_\_ date: \_\_\_\_\_

# Parent Statement

## Grades K-8

Thank you for your interest in Big Sky Discovery Academy. We consider parents and families to be an integral part of a child's education and to our school community at large. Your careful consideration and response to the following questions will help us understand your child better. Please use a separate piece of paper to respond.

1. Describe your child, including strengths and challenges, motivation, and needs.
  - a. General temperament
  - b. Physical stamina/health
  - c. Emotional development
  - d. Distinctive abilities/interests (artistic, athletic, etc.)
  - e. Social relations (adults & peers)
  - f. Academic skills (applicants to grades 1-8 only)
2. Describe your child's previous school and/or daycare experiences. What were the positive aspects? What were the difficulties?
3. Describe the activities you do as a family.
4. Describe the ways in which you support the education of your child at home.
5. Describe the ways your child utilizes unstructured time.
6. Describe any aspects of your family history or structure that are significant to your child's schooling (e.g., marital separation or divorce, death of a family member, gain of a new family member, change in financial state, change in residence).
7. What are your short-range and long-range goals for your child's education?
8. Has your child ever been referred for developmental/educational testing? Has he/she ever worked with a tutor or learning specialist? If so, please describe briefly and provide the school with all testing results.
9. Why would you like your child to attend Big Sky Discovery Academy?

PLEASE KEEP A COPY OF THIS FORM FOR YOUR RECORDS

# TEACHER EVALUATION FIRST THROUGH EIGHTH GRADE

## Applying to Grades 1-8

Applicant's Name (Please print): \_\_\_\_\_

Applying to Grade: \_\_\_\_\_

**INSTRUCTIONS** Please give this form with a stamped envelope to the appropriate teacher(s) at your current school, after \_\_\_\_\_. *Make sure the teacher is aware of the application deadline.*

**TO THE TEACHER (Grades 6-8 Please ask your child's Math and ELA to fill out separate evaluations).**

Person Completing Form: \_\_\_\_\_

Subject/Grade Level Taught: \_\_\_\_\_

School Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Dear Teachers,

Recognizing that completing this form is not part of your official duties, the school greatly appreciates your helping the applicant by supplying the information requested. Please return the evaluation form in the envelope provided to **Big Sky Discovery Academy PO Box 161548 Big Sky MT 59716**. *The information submitted will be considered confidential and will not become part of the student's school records. Your candor will benefit the applicant and the school. Thank you!*

How long have you worked with the applicant? \_\_\_\_\_

What are the first few words that come to mind to describe the applicant?



**ACADEMIC DEVELOPMENT: Language Arts**

Compared to other students you have taught at this grade level, how would you rate this student in terms of:

	EXCELLENT	ABOVE AVERAGE	AVERAGE	BELOW AVERAGE	COMMENTS
Reading level					
Written language level					
Spelling level					
Oral language					

ADDITIONAL COMMENTS:

**ACADEMIC DEVELOPMENT: Math**

Compared to other students you have taught at this grade level, how would you rate this student in terms of:

	EXCELLENT	ABOVE AVERAGE	AVERAGE	BELOW AVERAGE	COMMENTS
Computation					
Problem-solving					
Mathematical Thinking					

ADDITIONAL COMMENTS:

**SOCIAL AND EMOTIONAL DEVELOPMENT**

Compared to other students you have taught at this grade level, how would you rate this student in terms of:

	ALWAYS	USUALLY	SELDOM	NEVER	COMMENTS
Is self-confident					
Has a positive attitude					
Is open to suggestions/Seeks help					
Takes initiative					
Meets challenges					
Demonstrates responsibility					
Interacts positively & constructively with others					
Respects property of others					
Follows directions					

Consistently does homework					
Is attentive					
Is a discipline problem in classroom					
Is a discipline problem on playground					
Sense of humor					
Creativity					
Persistence					

ADDITIONAL COMMENTS:

Please comment on the applicant's strengths as a student.

Please comment on the applicant's challenges as a student.

Has he/she been identified as gifted, learning disabled and/or worked with a learning specialist?

Do you have any concerns about his/her emotional, social, and/or cognitive development? If yes, please explain.

Are the parents supportive of the child? Are they supportive of school policies and faculty?

Do they interact in the school's life? Explain.

Please mention any additional information you think might help the school make an informed decision.

If the school needs clarification, may we contact you? \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

**Date** \_\_\_\_\_

**Signature** \_\_\_\_\_

PLEASE KEEP A COPY OF THIS FORM FOR YOUR RECORDS

# SCHOOL RECORDS REQUEST

## TO THE PARENTS OF THE APPLICANT

Please complete and send/give this form to your child's current or most recent school (**not** Big Sky Discovery Academy). Please print clearly.

To: \_\_\_\_\_ (name of school to which request was sent)

Re: \_\_\_\_\_

*Please include: Applicant's Name, Birthdate, Student ID if applicable)*

For the student named above, I authorize the release of school records, including an official transcript of all grades for the past three years as well as the results of academic testing by signing below. I acknowledge that I waive my right to read the confidential teacher recommendations.

**Parent Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Dear School Registrar,

The student named above, who is currently enrolled in your school or who recently attended your school, is an applicant for admission to BIG SKY DISCOVERY ACADEMY. We would appreciate receiving copies only of the student's school records, as soon as possible. Please mail records to the address at the bottom of this form. This should include any standardized test information, immunization records, grades and teacher comments, an official transcript, and any other information you feel might help us make an informed decision.

Thank you for your assistance.

Big Sky Discovery Academy  
PO Box 161548  
Big Sky, MT 59716  
Attention: Assistant Director/Confidential School Records Enclosed