

Non-Expansion Amendment Request Form

Texas Education Agency
Division of Charter School Administration

Phone: (512) 463-9575
Email: charteramendments@tea.texas.gov

Name of Charter: Horizon Montessori Public Schools
Name of Charter Holder: South Texas Educational Technologies, Inc.

County-District Number: 108802
Requested Effective Date: 06/09/2016

Section I: Check the appropriate box for the Non-Expansion Amendment requested.

More than one box may be checked. (Attach additional documents as required.) (Submit all program changes for review.)

1. Charter District Address Change
Current: 519 South Texas Blvd. Weslaco, Texas 78596
New: 2402 East Business HWY 83 Weslaco, Texas 78596

9. Close Campus
Reason: Moving Business (Central) Office
Campus Number:

2. Relocation-Campus: Campus #
Current:
New:

10. Return of Charter
Reason:

3. Charter Name Change:
Current:
New:

11. Admissions Policy Revision*
Attach separate sheet with current and requested language changes.

4. Campus Name Change : Campus #
Current:
New:

12. Enrollment Policy Revision*
Attach separate sheet with current and requested language changes.

5. Charter Holder Name Change
Current:
New:

13. Articles of Incorporation Revision*
Attach separate sheet with current and requested language changes.

6. Management Company Addition/Change**
Current:
Change:

14. By-Laws Revision*
Attach separate sheet with current and requested language changes.

7. Educational Services Addition/Change
Current:
Change:

15. Fiscal Revision*
Current:
Change:

8. Curricular Addition/Change
Current:
Change:

16 Other:

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For Internal Use Only

Amendment Numbers

Received Date

Due Date

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Section II: Justification for Non-Expansion Amendment Request:

In the space below, please state justification for the non-expansion amendment requested.

Change of Address:

The Business Office address has changed to a new facility.

Change to Admissions Policy:

We need to change the date of the Admission Policy and the Lottery date.

Section III: Non-Expansion Amendment Request Form Checklist:

- 1. **Charter Holder Board Resolution**—A written resolution adopted by the governing body of the charter holder, with printed names and signatures, demonstrating that a **quorum** of the members voted in favor of amending the charter. The names should match information on the most recent Annual Governance Reporting Forms submitted to TEA. Otherwise, documentation explaining any differences must be included.
(If multiple amendment requests are being made, include all board resolutions together.)
- 2. **Charter language changes**—The text and page numbers, or photocopies of the charter language to be changed, and the text proposed as the new charter language must be submitted with changes clearly marked, if applicable.*
- 3. **Management company**—A copy of the contract must be submitted if the request is to enter into or change a management company contract, if applicable.**

Section IV: CEO/Superintendent acknowledgement, signature, and current contact information:

As the CEO/Superintendent of the charter school, I understand that incomplete submissions may cause a delay in processing until all required documentation has been received by the Division of Charter School Administration.

(Contact the Division of Charter School Administration at charteramendments@tea.texas.gov to confirm the submission of proper documentation. Include the charter name and CDN in the subject line.)

Alim U. Ansari

Name of CEO/Superintendent

(956) 969-3092

Phone Number

aansari@horizonmontessori.net

Email Address

[Signature Box]

Signature of CEO/Superintendent

[Date Box]

Date

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Admissions Policy

Horizon Montessori Public Schools admission policy complies with §100.1207 of the TAC.

Horizon Montessori Public Schools has an application enrollment period beginning November 1st and a deadline of March 1st each academic year. In order to be admitted to the Charter school, the charter holder requires that an applicant complete and submit an application no later than March 1st of the academic year. After the application period ends, all of the participants who timely apply will be admitted, unless a class is oversubscribed and a lottery will take place. If a lottery is required, all of the applicant residing in Horizon Montessori Public Schools geographic area who timely applies will be part of the lottery on March 31st. Any applicant, who missed the deadlines, after lottery, may be assigned to a waiting list. Applicants who apply after the application period has ended may also be added to the waiting list. The waiting list is first compromised of lottery losers in the order in which they were selected during the lottery. Late applications are added on the waiting list, with any lottery losers already on the list, in order in which they apply. However, returning students and their siblings are given priority in admissions.

Horizon Montessori Public Schools will publish a notice of the opportunity to apply for admission to the charter school seven days before the deadline. This notice will state the application deadline and be published in newspaper of general circulation in the community in which the school is located.

Horizon Montessori Public Schools accepts transfer enrollees. However, the total enrollment shall not exceed the maximum number of students approved in the open-enrollment charter. Students who reside outside the geographic boundaries stated in the open-enrollment charter shall not be admitted to the charter school until all eligible applicants who reside within the boundaries and have submitted a timely application have been enrolled. Then, if the open-enrollment charter so provides, the charter holder may admit transfer students to the charter school in accordance with the terms of the open-enrollment charter.

Horizon Montessori Public Schools has a non-discrimination policy, which complies with §12.111 (6) of the Texas Education Code.

Horizon Montessori Public Schools prohibits discrimination in its admission policy on the basis of sex, national origin, ethnicity, religion, disability, artistic ability, academic or athletic ability, or the district the child would otherwise attend accordance with the Texas Education code. However, the charter does reserve the right to exclude a student who has a documented history of a criminal offense(s), juvenile court adjudication, or discipline problems under Subchapter A, Chapter 37 of the Texas Education Code.

Each student's parent is supplied with a school handbook at the time of enrollment. The handbook has all policies included governing the students behavior, and policies on student expulsion and suspension. Twice a year the school board meeting schedules are sent for publication in the local newspaper. The school board meeting notices are posted in the school district administration office and a copy is faxed to the local public library. Employees and student council members are encouraged to attend the school board meetings. Twice a year the parents are invited to attend the school's open house, to meet the faculty, staff, and board members. During employee orientation and weekly meeting the employees are asked to raise their concerns and comments. Employee handbooks also explain in-depth process to file grievances. The school board has an open door policy. Horizon Montessori Public Schools is working with local school districts and has sound relationship with them. Since its inception, no complaints have been filed against the school.

Admission Guidelines

Horizon Montessori Public Schools prohibits discrimination in its admission policy on the basis of sex, national origin, ethnicity, religion, disability, artistic ability, academic or athletic ability, or the district the child would otherwise attend accordance with the Texas Education code. However, the charter does reserve the right to exclude a student who has a documented history of a criminal offense(s), juvenile court adjudication, or discipline problems under Subchapter A, Chapter 37 of the Texas Education Code. The student must be between the ages of 3-14 to be eligible to enroll in any STET, Inc. School, and or must be between the ages of 12-14 to enroll in the 8th grade.

§100.1207. Student Admission.

(a) Application deadline. For admission to a charter school, a charter holder shall:

(1) require the applicant to complete and submit an application not later than a reasonable deadline the charter holder establishes; and

(2) on receipt of more acceptable applications for admission under this section than available positions in the school:

(A) except as permitted by subsection (b) of this section, fill the available positions by lottery; or

(B) subject to subsection (c) of this section, fill the available positions in the order in which all timely applications were received.

(b) Lottery exemption. The charter holder may exempt students from the lottery required by subsection (a) of this section to the extent this is consistent with the definition of a "public charter school" under the No Child Left Behind Act of 2001, P.L. 107-110, §5210 (NCLB), as interpreted by the United States Department of Education (USDE).

(c) Newspaper publication. To the extent this is consistent with the definition of a "public charter school" under the NCLB, as interpreted by the USDE, a charter holder may fill applications for admission under subsection (a)(2)(B) of this section only if it published a notice of the opportunity to apply for admission to the charter school. A notice published under this subsection must:

(1) state the application deadline; and

(2) be published in a newspaper of general circulation in the community in which the school is located not later than the seventh day before the application deadline.

(d) Student admission and enrollment. Except as provided by this section, the governing body of the charter holder must adopt a student admission and enrollment policy that:

(1) prohibits discrimination on the basis of sex; national origin; ethnicity; religion; disability; academic, artistic, or athletic ability; or the district the child would otherwise attend under state law; and

(2) specifies any type of non-discriminatory enrollment criteria to be used at each charter school operated by the charter holder. Such non-discriminatory enrollment criteria may make the student ineligible for enrollment based on a history of a criminal offense, a juvenile court adjudication, or discipline problems under Texas Education Code (TEC), Chapter 37, Subchapter A, documented as provided by local policy.

(e) Student admission and enrollment at charter schools specializing in performing arts. In accordance with the TEC, §12.111 and §12.1171, a charter school specializing in performing arts, as defined in this subsection, may adopt a student admission and enrollment policy that complies with this subsection in lieu of compliance with subsections (a)-(d) of this section.

(1) A charter school specializing in performing arts as used in this subsection means a school whose open-enrollment charter includes an educational program that, in addition to the required academic

curriculum, has an emphasis in one or more of the performing arts, which include music, theatre, and dance. A program with an emphasis in the performing arts may include the following components:

- (A) a core academic curriculum that is integrated with performing arts instruction;
- (B) a wider array of performing arts courses than are typically offered at public schools;
- (C) frequent opportunities for students to demonstrate their artistic talents;
- (D) cooperative programs with other organizations or individuals in the performing arts community; or
- (E) other innovative methods for offering performing arts learning opportunities.

(2) To the extent this is consistent with the definition of a "public charter school" under the NCLB, as interpreted by the USDE, the governing body of a charter holder that operates a charter school specializing in performing arts may adopt an admission policy that requires a student to demonstrate an interest or ability in the performing arts or to audition for admission to the school.

(3) The governing body of a charter holder that operates a charter school specializing in performing arts must adopt a student admission and enrollment policy that prohibits discrimination on the basis of sex, national origin, ethnicity, religion, disability, academic or athletic ability, or the district the child would otherwise attend under state law.

(4) The governing body of a charter holder that operates a charter school specializing in performing arts must adopt a student admission and enrollment policy that specifies any type of non-discriminatory enrollment criteria to be used at the charter school. Such non-discriminatory enrollment criteria may make the student ineligible for enrollment based on a history of a criminal offense, a juvenile court adjudication, or discipline problems under TEC, Chapter 37, Subchapter A, documented as provided by local policy.

(f) Maximum enrollment; transfers. Total enrollment shall not exceed the maximum number of students approved in the open-enrollment charter. Students who reside outside the geographic boundaries stated in the open-enrollment charter shall not be admitted to the charter school until all eligible applicants who reside within the boundaries and have submitted a timely application have been enrolled. Then, if the open-enrollment charter so provides, the charter holder may admit transfer students to the charter school in accordance with the terms of the open-enrollment charter.

Source: The provisions of this §100.1207 adopted to be effective April 18, 2002, 27 TexReg 3140; amended to be effective April 6, 2005, 30 TexReg 1911; amended to be effective November 9, 2006, 31 TexReg 9031.

South Texas Educational Technologies, Inc.
Board of Directors of Governing Body of Charter School
Board
Resolution
15-16-03

Board of Trustees to approve the application of Non-Expansion Amendment to amend the charter school lottery date to March 31st or the last business day of the month.

Introduction and statement of intent:

Be it resolved that the Board of Trustees hereby agrees for South Texas Educational Technologies, Inc. apply to the Texas Education Agency to change the lottery date to March 31st or the last business day of the month.

Be it resolved that the Board of Trustees has considered a business plan that meets the requirements by the Texas Education Agency for applying the change in lottery date.

Alim U. Ansari

Randall L. Summers

Sofia Kamal

Hassan Ahmad, Ph.D.

Juan Garcia, Ph.D.

James O. Hayes, C.P.A.

Aurora Saenz

Date