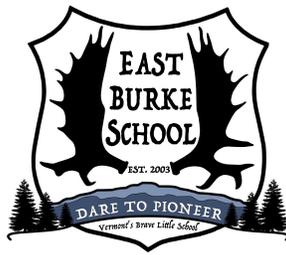


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Fax: (802) 626-8377  
[info@eastburkeschool.org](mailto:info@eastburkeschool.org)

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## APPLICATION FOR ADMISSION

### Application Instructions

Dear Applicant,

Thank you for your interest in East Burke School! EBS is an independent school approved by the State Board of Education to accept public funds; local students attend at no additional cost to their families.

We encourage students and families to visit the school before beginning the application process. To plan a family visit or a shadow day, please contact us at (802) 626-8317. Please be aware that, due to COVID-19 regulations, you will be asked to submit to a health screening upon entering the building.

This document includes all necessary materials for application to East Burke School. Please provide all of the requested information and mail the completed packet back to the address above. A non-refundable \$30.00 application fee must be included with this application.<sup>1</sup>

We look forward to meeting you soon!

Warm wishes,

The EBS Faculty

*It is the policy of East Burke School not to discriminate on the basis of an employee's, student's, or family member's actual or perceived race, color, ancestry, national origin, creed, religion, gender identity, sexual orientation, marital/civil union status, age, military/uniformed service or veteran status, medical history, disability, or other legally protected classification in the provision and administration of its education programs, activities, services, and access provided to the public, in accordance with and to the limits of applicable requirements of state and federal laws.*

*In addition, any form of discrimination not specifically identified in this policy is implicitly a violation of our continual effort to treat all members of our community fairly and equitably.*

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<sup>1</sup> Application fees help support our school's operations and are not intended to prohibit low-income families from applying. Please reach out to us if you would like to request a fee waiver.

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## APPLICATION FOR ADMISSION

### Student Information

Last Name:

First Name:

Date of Birth:

Current Grade:

Address:

Parents'/Guardians' Name(s):

Parents'/Guardians' Address(es), if different from above:

Home Phone(s):

Parents'/Guardians' Work Phone(s):

Email Address(es):

Current School:

School Phone:

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## **APPLICATION FOR ADMISSION**

### **Parent/Guardian Statement**

Please tell us about your child. Be sure to discuss his/her strengths and goals for self-improvement. Why do you think your child will thrive at East Burke School? How would you describe your child's relationships with peers and adults, including family members?

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## APPLICATION FOR ADMISSION

### Student Questions

*Please answer the following questions thoughtfully and in your handwriting in the spaces provided.*

What do you think should be the purpose of a high school education? Be specific in your response.

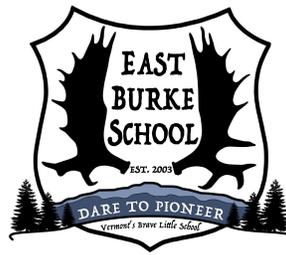
Share your favorite books, poems, authors, films, plays, pieces of music, musicians, performers, artists, blogs, magazines, or newspapers and explain why they are your favorites. Feel free to touch on one, some, or all of the categories listed, or to add a category of your own.

If you could live in any other time and place from history or fantasy, when and where would it be? Why?

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Tell us about a school project, assignment, essay, or other moment that you felt was your best.

Do you have any interests or passions that you were unable to study at your previous school(s) and that, given total freedom here at EBS, you'd want to pursue?

What makes for a strong relationship between a student, his/her peers, and his/her teachers?

What are some of the positive qualities that you can offer to a small community like EBS?

When people refer to your generation in the future, what would you like it to be named and known for?

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Please list activities you spend lots of time on, both in and out of school, that are:

Challenging but not fun	Fun but not challenging	Both challenging and fun

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## **APPLICATION FOR ADMISSION**

### **Confidential Teacher, Coach, or Mentor Recommendation**

Dear Colleague,

In order for us to make well-informed decisions regarding admissions to our school, we depend upon, among other indicators, candid and professional opinions about our applicants. We thank you in advance for your help.

Please return this recommendation separately to the address above. Please, tell us:

1. How well you know the applicant, commenting on the following aspects of his/her personality and character: overall work ethic, intellectual qualities, originality, independence, social skills, sensitivity, and capacity for growth.
2. What are your impressions of the student's goals, values, and maturity?
3. How does the applicant respond to criticism and suggestions?

With gratitude,  
The EBS Faculty

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## APPLICATION FOR ADMISSION

### Request for Educational Records

Date:

Student Name:

Student DOB:

Addressee of Request:

To facilitate educational planning for the above-mentioned student, please forward all of his/her educational records including:

- a complete transcript of credits
- health and immunization records
- special education records

to:

East Burke School  
P.O. Box 228  
East Burke, VT 05832

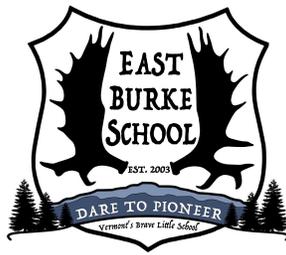
I, \_\_\_\_\_, hereby authorize the release of any and all educational records to East Burke School.

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Parent/Guardian Signature

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Date



## **COMMUNITY PLEDGE & BEHAVIOR CODE**

### **East Burke School Mission Statement**

*The mission of East Burke School is to prepare our students to confront 21st-century challenges through critical literacy, creative thinking, and collaborative action.*

In order to fulfill our shared mission, each member of the East Burke School community must uphold a high standard of integrity. We believe that the best way to cultivate a healthy, happy, and productive school, community, and world is a climate in which everyone feels respect, value, safety, and empowerment to pursue goals. All members of the EBS community—whether faculty, student, or parent—must agree and adhere to the particulars and principles outlined here.

### **East Burke School Student Behavior Code**

The school's primary function is to serve the educational interests of all of our students. Disrespectful behavior on the part of any one student can limit learning opportunities for both that individual and others. Therefore, the following behaviors are unacceptable at EBS:

#### *Irresponsible Behavior*

- lacks a sense of ownership for work and for activities
- is marked by unreliable or untrustworthy actions
- includes actions that compromise the safety of EBS students and/or faculty

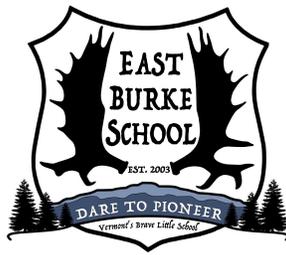
#### *Disruptive Behavior*

- disturbs, interferes with, disrupts, or prevents the normal functions of teaching, classroom activities, or a student's right to pursue educational opportunities

#### *Destructive Behavior*

- causes or is capable of causing damage, harm, or injury to people or property, whether part of EBS or the broader community

Students at EBS are expected to act responsibly and to respect others at all times. While EBS promotes and defends creativity and individual freedom of expression, such expression must not infringe upon the rights of others. Any student exhibiting the above behaviors will face corrective and/or restorative actions and compensation for damaged property.



## **Student Pledge**

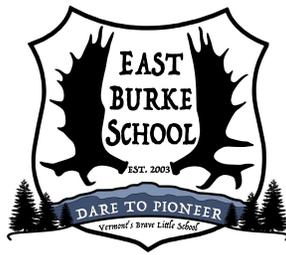
**As a student at East Burke School, I pledge to:**

- be safe, respectful, and responsible
- conduct myself in a manner which promotes school safety and a climate of mutual respect and acceptance between all community members
- attend school regularly, prepared to work and engage in learning and access academic support when needed or assigned
- follow up with teachers after an absence and attend Friday Assisted Study Time as needed
- be tobacco, drug, and alcohol free at school
- uphold the Student Behavior Code (above) and other handbook expectations of dress, appearance, and academic integrity
- complete coursework and proficiencies to standards and complete necessary graduation work

## **Parent/Guardian Pledge**

**As a parent/guardian of an East Burke School student, I pledge to:**

- conduct myself in a manner which promotes school safety and a climate of mutual respect
- provide accurate and updated contact information
- contact EBS promptly about any concerns
- support the EBS Student Behavior Code (above) and other handbook expectations of dress, appearance, and academic integrity
- ensure my child has a home environment which supports academic success by providing a healthy diet, adequate sleep, an organized work space, a regular homework schedule (with supervision if needed), and limited outside responsibilities (e.g. work hours)
- ensure that my child is at school on time every day
- ensure that my child attends school free of tobacco, drugs, and alcohol
- support EBS activities, participate in parent visitation days, and volunteer whenever possible



## Faculty Pledge

**As members of the East Burke School faculty, each of us pledges to:**

- provide a safe campus and a climate of mutual respect
- clearly delineate course expectations, proficiencies and standards, and instructional goals to students and parents, providing ample opportunities for students to complete and remediate coursework and proficiencies up to standard
- communicate with students and parents/guardians regularly and in a timely manner via telephone, email, letters, parent-teacher conferences, open houses, and community meetings
- create a welcoming environment for students, parents/guardians, and community members
- provide the opportunity for parental involvement in school decision-making through open communication with the school faculty, the EBS Board, and other avenues
- provide motivating and interesting learning experiences, using a variety of teaching methods in the classroom which support the EBS mission
- address the individual needs of each student to facilitate student learning effectively and provide ample student academic support services
- provide parents/guardians with support to help develop parenting skills which emphasize the importance of education and learning
- provide parents/guardians with strategies, techniques, and support for assisting students with learning activities at home that strengthen school programs, family practices, and student learning and development

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## Signatures

**Mutual trust in and responsibility for these pledges are essential to the mission of our school. Only by holding ourselves and each other accountable for our choices can we foster a community that allows students to grow, learn, and excel. Parents/guardians, students, and faculty must uphold these pledges in order to remain welcome as East Burke School community members.**

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Student signature

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Date

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Parent/guardian signature(s)

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Date

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Parent/guardian signature(s)

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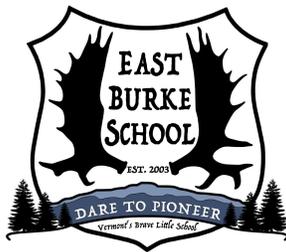
Date

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East Burke School Co-Director signature

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Date



## STATE APPROVAL DISCLOSURE

We are required by state law to disclose our status relating to state approval. **East Burke School has been approved by the State Board of Education.** As part of this disclosure, we must provide applicants and their parents with a copy of the approved independent school statute. Please find that statute below.

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### STATUTES RELATING TO APPROVED INDEPENDENT SCHOOLS

#### Definitions 16 V.S.A. § 11

20) "Approved Independent School" means an independent school which is approved under 16 V.S.A. § 166.

#### Approved and Recognized Independent Schools 16 V.S.A. § 166

(a) An independent school may operate and provide elementary education or secondary education if it is either approved or recognized as set forth herein.

(b) Approved independent schools. On application, the state board shall approve an independent school which offers elementary or secondary education if it finds, after opportunity for hearing, that the school provides a minimum course of study and that it substantially complies with the board's rules for approved independent schools. Except as provided in subdivision (6) of this subsection, the board's rules must at minimum require that the school has the resources required to meet its stated objectives, including financial capacity, faculty who are qualified by training and experience in the areas in which they are assigned, and physical facilities and special services that are in accordance with any state or federal law or regulation. Approval may be granted without state board evaluation in the case of any school accredited by a private, state, or regional agency recognized by the state board for accrediting purposes.

(1) On application, the state board shall approve an independent school which offers kindergarten but no other graded education if it finds, after opportunity for hearing, that the school substantially complies with the board's rules for approved independent kindergartens. The state board may delegate to another state agency the authority to evaluate the safety and adequacy of the buildings in which kindergartens are conducted, but shall consider all findings and recommendations of any such agency in making its approval decision.

(2) Approvals under this section shall be for a term established by rule of the board but not greater than five years.

(3) An approved independent school shall provide to the parent or guardian responsible for each of its pupils, prior to accepting any money for that pupil, an accurate statement in writing of its status under this section, and a copy of this section. Failure to comply with this provision may create a permissible inference of false advertising in violation of 13 V.S.A. § 2005.

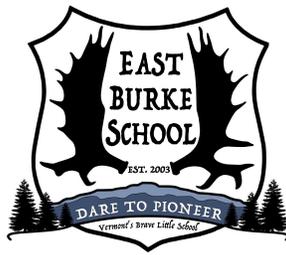
(4) Each approved independent school shall provide to the commissioner on October 1 of each year the names, genders, dates of birth, and addresses of its enrolled pupils. Within seven days of the termination of a pupil's enrollment, the approved independent school shall notify the commissioner of the name and address of the pupil. The commissioner shall forthwith notify the appropriate school officials as provided in section 1126 of this title.

(5) The state board may revoke or suspend the approval of an approved independent school, after opportunity for hearing, for substantial failure to comply with the minimum course of study, for failure to comply with the board's rules for approved independent schools, or for failure to report under subdivision (b)(4) of this section. Upon revocation or

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suspension, students required to attend school who are enrolled in that school shall become truant unless they enroll in an approved public school, approved or recognized independent school or approved home instruction program.

(6) This subdivision applies to an independent school located in Vermont that offers a distance learning program and that, because of its structure, does not meet some or all the rules of the state board for approved independent schools. In order to be approved under this subdivision, a school shall meet the standards adopted by rule of the state board for approved independent schools that can be applied to the applicant school and any other standards or rules adopted by the state board regarding these types of schools. A school approved under this subdivision shall not be eligible to receive tuition payments from public school districts under chapter 21 of this title.

(7) Approval for independent residential schools under this subsection is also contingent upon proof of the school's satisfactory completion of an annual fire safety inspection by the department of public safety or its designee pursuant to 20 V.S.A. chapter 173, subchapter 2. A certificate executed by the inspecting entity, declaring satisfactory completion of the inspection and identifying the date by which a new inspection must occur, shall be posted at the school in a public location. The school shall provide a copy of the certificate to the commissioner of education after each annual inspection. The school shall pay the actual cost of the inspection unless waived or reduced by the inspecting entity.

(c) Recognized independent schools. Upon filing an enrollment notice a recognized independent school may provide elementary or secondary education in Vermont. The enrollment notice shall be on a form provided by the commissioner and shall be filed with the commissioner no earlier than three months before the beginning of the school year for the public schools in the town in which the applicant proposes to locate.

(1) The enrollment notice shall contain the following information and assurances:

(A) a statement that the school will be in session an amount of time substantially equivalent to that required for public schools;

(B) a detailed description or outline of the minimum course of study for each grade level the school offers, and how the annual assessment of each pupil will be performed; and

(C) assurances that:

(i) the school will prepare and maintain attendance records for each pupil enrolled or regularly attending classes;

(ii) at least once each year the school will assess each pupil's progress, and will maintain records of that assessment, and present the result of that assessment to each student's parent or guardian;

(iii) the school's educational program will include the minimum course of study set forth in section 906 of this title;

(iv) the school will have teachers and materials sufficient to carry out the school's educational program; and

(v) the school will meet such state and federal laws and regulations concerning its physical facilities and health and safety matters as are applicable to recognized independent schools.

(2) If the commissioner has information that creates significant doubt about whether the school would be able to meet the requirements set forth above, the commissioner may call a hearing. At the hearing, the school shall establish that it can meet the requirements for recognized independent schools. Failure to do so shall result in a finding by the commissioner that the school must take specified action to come into compliance within a specified time frame or the children enrolled must attend another recognized independent school, approved independent or public school, or home study program, or be declared truant unless absent with legal excuse.

(3) A recognized independent school shall provide to each student's parent or guardian a copy of its currently filed statement of objectives and a copy of this section. The copy shall be provided when the pupil enrolls or before September 1, whichever comes later.

Failure to comply with this subsection may create a permissible inference of false advertising in violation of 13 V.S.A. § 2005.

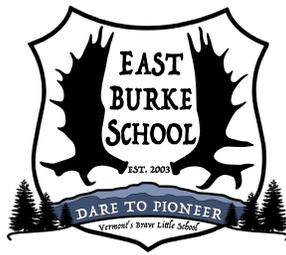
(4) A recognized independent school shall renew its enrollment notice annually. An independent school shall be recognized for a period not to exceed five years by the commissioner without need for filing an annual enrollment notice if:

(A) it is recognized by an organization approved by the state board for the purpose of recognizing such school; or

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(B) it is accredited by a private, state or regional agency approved by the state board for accreditation purposes. Nothing contained herein shall be construed to prohibit the commissioner from initiating a hearing under this section.

(5) If the commissioner has information that creates significant doubt about whether the school, once in operation, is meeting the requirements for recognized independent schools, the commissioner may call a hearing. At the hearing, the school shall establish that it has met the requirements for recognized independent schools. Failure to do so shall result in a finding by the commissioner that:

(A) the school may not be in operation for the remainder of the school year and that the children are truant unless absent with legal excuse or enrolled in an approved public or independent school, another recognized independent school or a home study program; or

(B) the school must take specified action to come into compliance within a specified time frame or the school will not be permitted to operate for the remainder of the school year.

(6) Each recognized independent school shall provide to the commissioner on October 1 of each year the names, genders, dates of birth, and addresses of its enrolled pupils. Within seven days of the termination of a pupil's enrollment, the recognized independent school shall notify the commissioner of the name and address of the pupil. The commissioner shall forthwith notify the appropriate school officials designated in section 1126 of this title.

(7) After the filing of the enrollment notice or at a hearing, if the school is unable to comply with any specific requirements due to deep religious conviction shared by an organized group, the commissioner may waive such requirements if he or she determines that the educational purposes of this subsection are being or will be substantially met.

(d) Council of independent schools. A council of independent schools is created consisting of eleven members, no fewer than three of whom shall be representatives of recognized independent schools. The commissioner shall appoint nine members from within the independent schools' community. The commissioner shall appoint two members from the public-at-large. Each member shall serve for two years and may be reappointed for up to an additional two terms, except that five of the first eleven appointments shall be for an initial term of one year. The council shall hold its organizational meeting before March 1, 1990 at the call of the commissioner and shall adopt rules for its own operation. A chair shall be elected by and from among the members. The duties of the council shall include advising the commissioner on policies and procedures with respect to independent schools. No hearing shall be initiated before the state board or by the commissioner under this section until the recommendations of the council have been sought and received. The recommendations of the advisory council, including any minority reports, shall be admissible at the hearing.

(e) The board of trustees of an independent school operating in Vermont shall adopt harassment and hazing prevention policies, establish procedures for dealing with harassment and hazing of students and provide notice of these. The provisions of section 565 of this title for public schools shall apply to this subsection, except that the board shall follow its own procedures for adopting policy.

(f) An approved independent school which accepts students for whom the district of residence pays tuition under chapter 21 of this title shall bill the sending district monthly for a state-placed student and shall not bill the sending district for any month in which the state-placed student was not enrolled.

(g) An approved independent school which accepts students for whom the district of residence pays tuition under chapter 21 of this title shall use the assessment or assessments required under subdivision 164(9) of this title to measure attainment of standards for student performance of those pupils. In addition the school shall provide data related to the assessment or assessments as required by the commissioner. (Amended 1989, No. 44, § 1; 1993, No. 162 (Adj. Sess.), § 3; 1995, No. 157 (Adj. Sess.), § 2; 1997, No. 60, § 5, eff. June 26, 1997; 1997, No. 84 (Adj. Sess.), § 2; 1999, No. 120 (Adj. Sess.), § 5; 2007, No. 66, § 2; 2007, No. 138 (Adj. Sess.), § 1, eff. May 9, 2008; 2009, No. 153 (Adj. Sess.), § 21b.)