


## Frequently Asked Questions (FAQ) for the Admissions Process


### **GENERAL INFORMATION**

 *Who attends St. Mary of the Hills School?*

St. Mary of the Hills School educates nearly 400 culturally diverse students, both Catholic and non-Catholic, representing 22 cities and towns. St. Mary of the Hills School does not discriminate based on gender, race, or religious affiliation.

 *How is the school set-up?*

There are 2 of each grade (Kindergarten through Grade 8), except Pre-Kindergarten has 3 classrooms. The School is divided into four sections--Early Childhood (Pre-K & K), Primary (Grades 1-3), Elementary (Grades 4 & 5), and Middle School (Grades 6-8)

 *How many students are in each class?*

The classroom capacity is 24 students in Grades 1 through 8. The Early Childhood classes have their own class maximum based on the physical size of each of the five classrooms. All ECC classrooms have a teacher and full-time aide.


 *Where do St. Mary of the Hills students attend after graduating from 8<sup>th</sup> Grade?*

Most students attend Catholic High Schools (Archbishop Williams High School, Arlington Catholic, Belmont Hill, Boston College Arupe Division, Boston College High School, Cardinal Spellman, Catholic Memorial, Elizabeth Seton, Fontbonne Academy, Montrose, Mt. Alvernia High School, Mt. St. Joseph, Newman School, Newton Country Day School, Notre Dame Academy, Trinity Catholic, Ursuline Academy, Xaverian Brothers High School, etc.). Our students are also accepted at private high schools (Boston Trinity Academy, Boston University Academy, Boston Latin, Boston Latin Academy, Milton Academy, Noble and Greenough, Roxbury Latin, South Shore Charter School, Thayer Academy, Winsor School, etc.).

 *How can my child get to St. Mary's?*


St. Mary of the Hills does not have any system of transportation. Milton residents have the option of taking the Milton School Bus. Out-of-town residents must arrange for their own transportation.

### **ADMISSIONS PROCESS**

 *How do I sign my child up to be tested/screened?*

Once you have submitted a complete admission packet, a space will be reserved for the next testing/screening session. Incomplete admission packages will not be accepted. A complete packet will include the following:

1. a completed admission form
2. a copy of the child's birth certificate
3. a Catholic baptismal certificate, if applicable (certificates of other religions are not necessary)
4. copies of the student's Standardized testing scores and report cards (the most recent **and** the final from the last completed school year)
5. the Student Evaluation Form (to be completed by the student's current teacher)
6. the Board of Health questionnaire
7. a \$50 non-refundable testing fee


 *How is my child's admission evaluated?*

The St. Mary of the Hills Admission Team, made up of administrators and faculty, evaluates each child's admissions packet including report cards, standardized testing scores, the standardized teacher recommendation form, and results from the


standardized admission testing. Pre-K and Kindergarten students are evaluated based upon their readiness through the use of the ABC Inventory.

 *When will I find out if my child has been accepted?*

You will be informed of the Admission Team's decision in writing within one month of the testing/screening date.

 *What does it mean if my child is placed on a Wait List?*

There are very few openings for some of the grades at St. Mary's. The Wait List indicates that your child meets the admission criteria, but there is not a space available, at this time. Depending on enrollment figures, a member of the admissions team would contact you if a space becomes available.

 *What do I do if my child is accepted for admission?*

Parents must submit a \$300 non-refundable deposit (within two weeks of the acceptance letter being sent) to hold the space. This deposit will be deducted from the final tuition payment.

## **DAILY LOGISTICS**

 *What are the school hours?*

School begins at 8:50 a.m. The Late Bell is 8:55 a.m. If students arrive after 8:55 late bell, then they are marked tardy. Dismissal is at 3:00 p.m. (Pre-K & K dismiss as 2:45). There are before and after care programs available beginning at 7:20 a.m. and ending at 5:30 p.m. The before school program is \$7.00 per day and the after-school program is \$15.00 per day.

 *What vacations will my child have?*

St. Mary of the Hills School follows the Milton Public School calendar for the December, February and April vacations. We also observe standard holidays and some Holy days. A calendar of the school year is published in June and is updated as needed.


## **ACADEMICS**

 *What will my child learn during the year?*

St. Mary of the Hills School offers a full academic curriculum including Religion, Mathematics, Language Arts, literature-based Reading, Phonics, Social Studies, and Science. Students in the Middle School (Grades 5-8) also take Spanish.


 *What will my child learn about the Catholic faith?*

Religion is not just a course at St. Mary's. We are living our faith through our daily actions within our school community and through our community service. The school day starts and ends with school-wide prayers. Classes focus on their faith daily. Students attend a Liturgy once a month. Each grade is responsible for preparing a Mass. Students are involved in mission programs for the Franciscan Sisters, missions, food pantries, Toys for Tots, and other worthy charities.

 *How will I know if my child is progressing academically?*

Students in Pre-K and K receive report cards twice per year (January and June). Each child in Grades 1-8 receives a progress report mid-way through each of the academic marking periods (Grades 1-5 three times per year, Grades 6-8 four times per year). Students also receive a report card at the end of the marking periods. Parent Conferences are scheduled during the school year.

## **SPECIAL CLASSES**

 *What special classes are offered?*


--Physical Education is offered to students in Pre-Kindergarten through Grade 8 (40 minutes, one day per week)

- Music is offered to students in Pre-Kindergarten through Grade 8 (40 minutes, one day per week)
- Art is offered to students in Grades 1 through Grade 8 (40 minutes, one day per week)
- Computer is offered to students in Pre-Kindergarten through Grade 8
- Library is offered to students in Pre-Kindergarten through Grade 4 (40 minutes, one day per week)


## **TUITION**

 *What is the tuition at St. Mary's?*

The tuition is established by the school's Finance Board in early Spring for the upcoming school year. There are rates for St. Mary of the Hills parishioners (you must be a contributing member of the parish via weekly envelopes), as well as non-parishioners. There are sibling discounts available.


 *Is there tuition assistance available?*

There is limited funding available through the Catholic School Foundation. Parents must apply directly (submitting a W-2) annually to receive funding.

 *How do I pay my tuition?*


There are three methods to paying tuition:

1. Full payment directly to School (due July 1<sup>st</sup>)
  2. Two payments (July 1<sup>st</sup> and December 1<sup>st</sup>) through the FACTS Tuition Management Company
  3. Ten monthly payments (July-April) through the FACTS Tuition Management Company
- Families failing to meet tuition payments schedules may forfeit their enrollment.

 *What is the refund policy?*


Students who enroll but choose not to attend St. Mary of the Hills School prior to July 1<sup>st</sup> will forfeit the \$50 testing fee and the \$300 deposit. If the decision to withdraw is made after July 1<sup>st</sup>, the \$50 testing fee, the \$300 deposit, and tuition payments for July & August will be forfeited.

## **LUNCH PROGRAM**

 *Is there a lunch program?*

Lunch is served on Tuesday (pizza), Wednesday (chicken nuggets), and Thursday (hot dogs). Each serving is \$2.00. There is a lunch voucher program sponsored by the Parent Teacher Organization. The Lunch program is solely organized and served by parent volunteers. The Milk Program is \$40.00 per year per student.

## **EXTRA-CURRICULAR ACTIVITIES**

 *What programs are available to my student outside of the academic day?*

--Before School Program--daily, 7:20-8:40 a.m., \$ 7 fee per morning, "pay as you go" program

--After School Program--daily (except for half days), 3:00-5:30 pm, \$15 fee per afternoon, "pay as you go" program

--There are other activities such as Basketball, Book Club, Family Social Activities, Musical Instrument Lessons, Musical/Theatre Drama, Spanish Club and Writer's Club. These activities vary by grades and are an additional fee.