

dear prospective family,

We are pleased that you are interested in learning about Echo Horizon School. Enclosed you will find our brochure and other information about the admissions process. This fall we have scheduled several morning Open Houses for parents who may wish to enroll their children at Echo Horizon School in September 2012. The dates are as follows:

October 7, 2011

October 14, 2011

November 4, 2011

December 2, 2011

If you would like to attend an Open House, please call our school office to reserve a date. During your visit you will have an opportunity to meet current Echo Horizon parents and to tour the school while it is in session. Head of School, Paula Dashiell will meet with parents and answer questions.

We look forward to meeting you and having the opportunity to share more about our school and its philosophy with you.

Sincerely,

A handwritten signature in black ink that reads "Jenny Boone". The signature is written in a cursive style with a large, flowing "J" and "B".

Jenny Boone
Director of Admissions

application procedure

Applications are accepted beginning in September of the year prior to desired enrollment. The application deadline for Kindergarten is November 30 or when the first 100 applications are received, or when 40 applications are received for 16 Pre-Kindergarten spaces. The number of applications accepted for other grade levels varies depending on the number of anticipated openings.

Parents are encouraged to attend one of our Open Houses held in October, November and December. These Open Houses include an opportunity to meet current Echo Horizon parents, a tour of the school and a question and answer session with Head of School Paula Dashiell.

Pre-Kindergarten and Kindergarten:

After an application is received, parents will be sent a recommendation form to be filled out by the child's preschool teacher or another adult who knows the child well.

First through Sixth Grades:

Parents will be sent a teacher recommendation form to be filled out by the child's current teacher and a records request form authorizing the child's current school to send copies of progress reports and test scores.

Appointments will be made for parents and their child to visit the school and meet with a member of the admissions committee. At this time the child will be informally assessed for readiness for our program and parents will have the opportunity to ask questions and share information about their child.

Admissions decisions are made based on a child's potential to succeed academically, emotionally and socially in our environment, the school's desire to achieve ethnic diversity, heterogeneity of skills and interests, a balance of boys and girls in each classroom, and the parents' support and commitment to our philosophy. Preference is given to siblings.

Parents will be notified of admissions decisions in March.



application for admission

to Grade _____ Beginning Fall 20 _____

Please complete this application in full, attach a recent family photo and return it together with a non-refundable \$100 application fee to Echo Horizon School.

Child's Name _____ Nickname _____

Date of Birth ____ / ____ / ____ Sex _____

Parent's Name Mr./ Mrs./ Ms./ Dr. _____

Address _____ City _____ Zip _____

Telephone _____ Cell _____ Email _____

Employed by _____ Occupation _____

Employer's Address _____ City _____ Zip _____

Work Telephone _____

Parent's Name Mr./ Mrs./ Ms./ Dr. _____

Address _____ City _____ Zip _____

Telephone _____ Cell _____ Email _____

Employed by _____ Occupation _____

Employer's Address _____ City _____ Zip _____

Work Telephone _____

Parents' Marital Status _____ Applicant lives with _____ both parents _____ Father _____ Mother

Siblings _____ Birthdate _____ School _____

Schools or preschools previously attended (list current first):

School	Dates	Reason for Change
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Please turn over to complete the application

Ethnic Background (optional)

Echo Horizon School seeks students from all backgrounds. We appreciate knowing your child's ethnicity. Please check all that apply.

- African-American Native American Asian / Asian-American Middle Eastern
- Latino(a) Caucasian Pacific Islander Other (please specify) _____

Does your child have any special physical, emotional, or social needs that should be considered? Please explain here.

In what types of activities does your child like to engage? (alone, with friends, with family)

Please write any other information about your child that you think would be helpful.

Date _____ Signature of Parent (s) _____

.....

Office Use: Date received _____

financial information sheet

Tuition:

Tuition for the 2011-2012 academic year is \$21,600. A \$2,500 non-refundable deposit is made upon enrollment. The balance of tuition is due July 1.

New Student Fee:

There is a one-time non-refundable \$1,500 New Student Fee for each child. This fee is due and payable July 1.

Extended Daycare:

Extended Daycare is available to parents who desire either before or after school childcare. The fee for this is \$330 for before school care and \$1,980 for after school care. Two and three day options are available.

Additional Fees:

There are additional fees for Parent Association dues (mandatory), hot lunch and drink programs and overnight field trips.

Tuition Assistance:

Echo Horizon School is committed to making an Echo Horizon education accessible to students from a range of economic backgrounds. In order to accomplish this goal, EHS offers a Tuition Assistance program and a payment plan.

Echo Horizon School sets aside funds each year to help families who may not be able to cover the full cost of tuition. These funds are allocated when a family has applied for Tuition Assistance and has demonstrated financial need. Priority goes first to students currently receiving assistance, then to returning students, and finally to newly admitted students. Since funds are limited, not all applicants, regardless of eligibility or need, may receive an award. Information about applying for tuition assistance is available on our website.

Fundraising:

As a nonprofit organization, we solicit charitable gifts from enrolled and alumni families, our extended community, corporations and foundations. All current families are expected to participate. Our major fundraising efforts include, but are not limited to:

Annual Giving - We appeal to our enrolled families, alumni families and extended community to raise funds for the current fiscal year's operations.

Building Fund - Often structured as multi-year pledges, these gifts support our infrastructure, funding significant renovation and improvement to our facility.

Spring Affaire - Organized by the Parent Association, this is our major "get-together," building community among our families and raising charitable dollars. Smaller parties and events occur throughout the year, as well. Net proceeds benefit Echo Horizon School programs.

Note: This information sheet refers only to the 2011-2012 school year and does not take into account increases in tuition and fees in succeeding years.

Echo Horizon School is...

An Independent Elementary School

- ▶ PreK – 6th grades
 - 2 classes per grade
 - 8:1 student teacher ratio
 - highly experienced, credentialed teachers
 - many with advanced degrees

Fully Accredited by

- ▶ CAIS (California Association of Independent Schools)
- ▶ WASC (Western Association of Schools and Colleges)

Member of

- ▶ NAIS (National Association of Independent Schools)
- ▶ Independent School Alliance for Minority Affairs

Award Winning

- ▶ Apple Distinguished School
 - Award given to only 3 elementary schools in Los Angeles
- ▶ NAIS Leading Edge Program Award
 - Award for “innovation and excellence”
- ▶ California Student Media Winner
 - Winner of over 60 awards for project-based learning and meaningful student work in media and multimedia technologies

Bravo Award Finalist

- ▶ Presented by the Music Center Education Division to recognize creativity, innovation and excellence in all of the arts disciplines.

An Echo Horizon Student is ...

- ▶ An engaged learner whose love of learning is not stifled by a traditional grading system.
- ▶ Actively participating in classes infused with best practices of: STEM (Science, Technology, Engineering, and Mathematics), integrated technology, and 21st Century Learning Skills.
- ▶ Enriched by the unique opportunities to learn in a Science lab, a Performing Arts Studio, a Technology lab, a Video Production Studio, an Art Studio as well as a dynamic Library and a vibrant diverse classroom.
- ▶ Excited to continue learning in the unique, customizable and flexible after school program.
- ▶ Well prepared to matriculate to many different schools including:

Archer
Brentwood
Buckley

Campbell Hall
Crossroads
Harvard Westlake

Marlborough
Oakwood
Pilgrim

Viewpoint
Wildwood
Windward



Name of Child _____ Applying for Grade _____

Dear Teacher,

_____ parents have applied for his/her admission to Echo Horizon School. We appreciate your time and effort in filling out this form. The information you can provide is extremely helpful to us during our admissions process. Please be assured that all your comments will be kept confidential.

Thank you in advance for your assistance.

Jenny Boone, Assistant Principal / Admissions Director

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How long have you known this student? _____

In what grade and what subjects did you teach this student? _____

.....

Please respond with a check in the appropriate box or boxes.

	Consistently	Usually	Sometimes	With Guidance	Comments
Responsible					
Considerate					
Self-Controlled					
Motivated					
Curious					
Honest					
Independent					

Please comment on:

Areas of Strength _____

Areas of Weakness _____

Relationships with Peers _____

Parent Cooperation _____

Please add any other comments you think may be helpful to us:

Name _____

School _____ Telephone _____

Signature _____ Date _____

authorization for release of student records

Current School: _____

Address: _____

Telephone Number: _____

Contact Person: _____

The following student has applied for admission to Echo Horizon School:

Last Name	First Name	Birthdate	Current Grade
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Please send copies of all progress and report cards, evaluations and standardized test scores for this student from the past two years.

Authorization is hereby given to release copies of the above named student's records to Echo Horizon School.

Signature of Parent or Guardian

Date



preschool evaluation form

Confidential – Please send directly to requesting School

Name of Student: _____

Preschool: _____

Address: _____ City: _____ Zip Code: _____

Telephone: _____ Date: _____

A consortium of schools has developed this form to better allow an open exchange of information about the student whose name appears above. Your completion of this evaluation is extremely helpful. It is important to all of us that the child's next school placement be an appropriate one for both the student and the family. We greatly appreciate your taking the time and effort to complete and return this form. Your insights and observations are important to all of us. Please know that the professional comments you share will be held in strictest confidence and we thank you in advance for your assistance and cooperation.

Social and Emotional Development	Mature	Age Appropriate	Needs Development	Immature
Listens				
Cooperates				
Relates to peers				
Relates to adults				
Exhibits self-confidence				
Adjusts to transitions				
Tolerates frustration				
Separates from parents				
Shares materials and possessions				
Functions independently				
Asks for help when needed				

Comments: _____

Physical Development	Mature	Age Appropriate	Needs Development	Immature
Fine motor control				
Gross motor control				
Handedness established	Yes?	R L	No?	

SCHOOL REQUESTING INFORMATION: _____

Cognitive Development	Mature	Age Appropriate	Needs Development	Immature
Expresses ideas orally				
Articulates clearly				
Sustains attention in small groups				
Sustains attention in large groups				
Grasps concepts				
Recalls details				
Demonstrates an interest in learning				
Interacts with materials				
Follows directions				

Do you feel that this child is ready for a full time Kindergarten program? Yes No

Would this child be more appropriately placed in a full time Pre-Kindergarten Program? Yes No

Comments: _____

How would you describe this child? _____

Family Information	Consistently	Usually	Sometimes	Rarely
Communicates openly with school				
Participates in school activities				
Cooperates with classroom teachers				
Cooperates with administration				
Follows the rules and policies of the school				
Has realistic expectations for their child				
Meets financial obligations in a timely manner				

Comments: _____

Signature: _____ Type or print name: _____

Title or position: _____

How long have you known this child? _____ Telephone: _____

First date of child's enrollment in your school: _____ Today's date: _____

Your judgments are used solely for the admissions process and are held in strictest confidence.
 We thank you in advance for the help your comments provide.

board of trustees

The Board of Trustees oversees the educational, administrative, and financial operation of Echo Horizon School. The Board has the ultimate responsibility for the establishment of school policy that is then implemented by the administration. The Board is made up of interested people whose expertise is deemed to be of value to the school.

2011-2012 board of trustees

Nora Wendel, Chairperson
Jonathan Glaser, President
Mary Brussell, Vice President
Pamela Kelly, Vice President
Eileen Holmes, Secretary
Masako Carpenter, Treasurer
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Donna Raphael, Trustee
Lance Rosenzweig, Trustee
Ivonne Silver, Trustee
Andrew Simon, Trustee
Paul Slye, Trustee

Monique Kagan, Parent Association President
Fred Fern, Chairman Emeritus

school administration

Paula R. Dashiell - Head of School
Vicki Ishida - Head of Echo Center
Martha Schuur - Assistant Head of School
Saundra S. Sparks - Business Manager
Jenny Boone - Director of Admissions
Linda Delarosa - Director of Development
Tami Rubin - Facilities Manager and Daycare Director