



## Countryside Montessori Charter School NJHS Selection Procedures

### Step 1 - Intent to Apply

The first step is to return a signed intent to apply form. This form must be signed by the applicant and the parent/guardian.

### Step 2- Applications

The candidate will receive an application packet to complete. This packet will outline the candidate's accomplishments in the 5 of the NJHS Pillar areas: Citizenship/Service/Character/Leadership/Scholarship. Candidates will seek out additional faculty input to verify eligibility in the domain of character by asking 4 teachers (1 current, 1 former, and 2 their choice) to complete the character witness form. However, candidates cannot seek input from a Faculty Council member, as it can represent a conflict of interest. **Application packet must be completed in its entirety in order to be considered by the Faculty Council.**

## Step 2 - Academic Eligibility

The first step in the review process is an examination of student academic records to determine candidates who are scholastically eligible for membership. Candidates meeting the GPA requirements are sent on to the next step.

## Step 5 - Review, deliberate, and vote

The candidate application should be reviewed by the faculty council, along with any other documents that candidates submit that may be relevant to their candidacy. Faculty Council will be looking for candidates that meet all 5 pillars:

Citizenship/Service/Character/Leadership/Scholarship. Faculty Council will complete a checklist for each candidate to ensure each pillar is addressed.

## Five pillars of NJHS:

- **Scholarship**  
Per national guidelines, at a minimum, students must have a cumulative GPA of 3.00
- This involves voluntary contributions made by a student to the school or community, done without compensation. Students must have a minimum of 5 documented Service Hours from the prior school year or a service project as described in the COVID clause of bylaws
- **Leadership**  
Student leaders are those who are resourceful, good problem solvers, and idea contributors. Leadership experiences can be drawn from school or community activities while working with or for others.
- **Character**  
The student of good character is cooperative; demonstrates high standards of honesty and reliability; shows courtesy, concern, and respect for others; and generally maintains a clean disciplinary record.
- **Citizenship**  
The student who demonstrates citizenship understands the importance of civic engagement; has a high regard for

freedom and justice; respects democracy; respects the law for all citizens at the local, state, and federal levels; and demonstrates mature participation and responsibility in activities such as scouting, community organizations, or school clubs.

Faculty Council will vote and in order to be selected the candidate must receive at least 3 votes from the 5 Faculty Council members.

#### Step 6- Administrators approval

Prior to the notification of any candidates, the advisor must report the results of voting to the principal. Along with the report a list of those selected and not selected and the reasons for the decisions made. This is to ensure that the administration can support the selections and that any procedures were not violated.

#### Step 7 - Notification

Chapter will notify candidates and their parents in writing of their selection and the time of induction ceremony.

#### Step 8 - Verification and induction

To finalize the process an induction ceremony will be held in which candidates will participate in, the candidates parents are encouraged to attend as well.