



SECOND  
BAPTIST  
SCHOOL  

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ESTABLISHED 1946

**APPLICATION FOR ADMISSION**  
**2012-2013 School Year**

LOWER *school*

*Kindergarten - Grade 4*



SECOND  
BAPTIST  
SCHOOL  
ESTABLISHED 1946

Dear Trusted Family,

Welcome to Second Baptist School – A School for Leaders! We are honored that you are considering our School for your family, and we hope you will discover that we are a Christ-centered school committed to excellence. Second Baptist School offers a strong academic program supported by the timeless truths of the Christian faith. Our experienced and dedicated faculty and support staff are committed to equipping students for a life of scholarship, leadership and service.

The mission of Second Baptist School is to train students in areas of knowledge that will allow them to understand clearly, to think deeply, to judge wisely, and to have the courage to live their lives on the great principles and convictions of biblical truth as they engage in an innovative and digitally-based global community. Most importantly, and interwoven among all facets of our learning environment, is our desire to bring each student into a personal relationship with Jesus Christ.

We invite prospective students and their families to visit our campus. To register for our admissions events or group tours, please visit [secondbaptistschool.org/admissions](http://secondbaptistschool.org/admissions). We look forward to meeting you and hope you will find a “second” home with us!

In His Service,

A handwritten signature in black ink that reads "Andrea Prothro". The signature is written in a cursive, flowing style.

Andrea Prothro

Director of Admissions

Second Baptist School



## APPLICATION PROCEDURES AND INFORMATION 2012-2013 SCHOOL YEAR

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**Head of School**  
Dr. Jeff Williams

**Head of Lower School**  
Mrs. Tamara Gallagher

**Director of Admissions**  
Mrs. Andrea Prothro

**Lower School Admissions Coordinator**  
Mrs. Sara Bingaman – sbingaman@secondbaptistschool.org

**Application Priority Deadline:**  
January 20, 2012

**Second Baptist School**  
Mailing Address:  
6410 Woodway Drive  
Houston, TX 77057

**Office of Admissions**  
Phone: (713) 365-2314  
Fax: (713) 365-2445  
Website: secondbaptistschool.org  
Email: admissions@secondbaptistschool.org

**Lower School Hours**  
Kindergarten: Monday – Friday – 8:00 a.m. – 2:30 p.m.  
Grades 1-4: Monday – Friday – 8:00 a.m. – 3:15 p.m.

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### APPLICATION AND FEE

Applicants are considered for admission once the completed application and application fee are received by the Office of Admissions. The fee is non-refundable.

Fee Schedule:

Application received by January 20 ..... \$50  
Application received January 21 or after..... \$150

### AGE REQUIREMENT

Applicants for Kindergarten must be 5 years of age by September 1, 2012 to be considered for admission.

### OFFICE OF ADMISSIONS EVENTS

Families are encouraged to visit the School during school events. Open Houses and group tours provide a unique window into the campus and school environment. Please refer to the Admissions Time Line for specific event dates and times.

### COMPLETED APPLICATION

A completed application file is required before an admissions decision will be rendered. Please refer to the admissions checklist for all requirements and documentation.

### DECISIONS

Admission decision letters for the 2012-2013 school year will be mailed Friday, March 9, 2012. The Common Reply Date is Wednesday, April 4, 2012.

### FINANCIAL AID

Financial aid consideration is for students who are entering Grades 1 through 12.

### NON-DISCRIMINATION POLICY

Students are admitted to Second Baptist School without regard to race, religion, sex, or national origin. Second Baptist School is authorized under federal law to enroll non-immigrant students.

### TESTING

Admissions testing is required for all students applying to Second Baptist School. Kindergarten applicant required testing includes the Wechsler Preschool and Primary Scale of Intelligence (WPPSI) or the Wechsler Intelligence Scale for Children (WISC), and a group evaluation at Second Baptist School. Required testing for applicants for Grades 1-4 includes the Wechsler Intelligence Scale for Children (WISC), the Woodcock-Johnson Tests of Cognitive Abilities, and a group evaluation.

To schedule your student's evaluation, please contact:

#### Education Specialists

10700 Richmond Avenue, Suite 201  
Houston, TX 77042  
(713) 461-7996

- The testing fees will be paid directly to Education Specialists.
  - Kindergarten - WPPSI or WISC - \$175
  - Grades 1-4 – WPPSI and Woodcock-Johnson - \$350
- The testing may be scheduled anytime after September 1 and must be completed by February 1, 2012 for March admissions decisions.
- Education Specialists will send your student's report directly to the Office of Admissions.
- Bring the completed **Confidential Student Information** form (included in this packet) to the Educational Specialists testing visit.
- If you apply after March, the testing must be completed before the group evaluation will be scheduled.
- If your student has taken the WPPSI, WISC or the Woodcock Johnson in the last year (12 months), please ask the evaluator to forward the report to the Office of Admissions.

**Group Evaluation** - You will be contacted by the Office of Admissions as to the date and time of your student's group evaluation. The group evaluation will last approximately two (2) to three (3) hours. The fee is included in the application fee.



## KINDERGARTEN - GRADE 4 TUITION AND FEES\*

<b>KINDERGARTEN - Grade 2</b>		
<b>ANNUAL TUITION</b>	\$11,808	Monthly Payments: \$984
<b>CHURCH MEMBER ANNUAL TUITION</b>	\$11,280	Monthly Payments: \$940
<b>Grade 3 - Grade 4</b>		
<b>ANNUAL TUITION</b>	\$12,648	Monthly Payments: \$1,054
<b>CHURCH MEMBER ANNUAL TUITION</b>	\$12,072	Monthly Payments: \$1,006

### APPLICATION FEE

The application fee per applicant is due at the time the application is submitted and is non-refundable.

### TESTING

Admissions testing is required for all students applying to Second Baptist School. Kindergarten applicant required testing includes the Wechsler Preschool and Primary Scale of Intelligence (WPPSI) or the Wechsler Intelligence Scale for Children (WISC), and a group evaluation at Second Baptist School. Required testing for applicants for Grades 1-4 includes the Wechsler Intelligence Scale for Children (WISC), the Woodcock-Johnson Tests of Cognitive Abilities, and a group evaluation at Second Baptist School. The group evaluation testing fees are included in the application fee. Please refer to the Application Procedures for details.

### NEW STUDENT FEE

The \$300 new student fee and the first month's tuition are due at the time the student accepts the invitation to attend Second Baptist School. These fees are non-refundable.

### ACTIVITY FEE

The activity fee supports grade-level activities. The annual fee is \$75.

### TUITION PAYMENT OPTIONS

Tuition may be paid monthly or in full. Monthly tuition may be paid using a credit card or EFT (Electronic Funds Transfer).

### ENROLLMENT COMMITMENT

Students withdrawing after enrolling or reenrolling in the School will be charged half the yearly tuition. Partial refunds will be given only to families moving over thirty (30) miles away or in the case of a catastrophic illness.

### TEXTBOOKS

Lower School textbooks and supplies are provided by the Lower School and are the property of the School.

### UNIFORMS

Lower School students in Kindergarten – Grade 4 are required to wear uniforms. Visit [millsweat.com](http://millsweat.com) for uniform options. The dress code policy in the Student Handbook outlines proper attire expectations.

### AFTER SCHOOL CARE

Second Baptist School offers a variety of after school care and activity options. Eagle Extended Day is offered Monday – Friday from 12:00 p.m. until 6:00 p.m. This program is offered at an additional monthly cost. Information will be provided in the invitation packet. Current fees are listed on the website.

\*(Tuition and fees may be adjusted for the 2012-2013 school year. Tuition and fees for the 2012-2013 school year will be posted on the website January 2012.)



## LOWER SCHOOL ADMISSIONS TIMELINE

October 7	Friday	<b>Lower School Open House for Prospective Families</b> 8:30 a.m. – Deacons Parlor R.S.V.P – <a href="http://secondbaptistschool.org/lowerschooladmissions">secondbaptistschool.org/lowerschooladmissions</a>
November – January		<b>Group Tours</b> Register at – <a href="http://secondbaptistschool.org/lowerschooladmissions">secondbaptistschool.org/lowerschooladmissions</a>
January – March		<b>Group Evaluations at Second Baptist School</b> Registration will be available through the candidate portal ( <i>Login required to register</i> )
January 10	Tuesday	<b>Lower School Open House for Prospective Families</b> 8:30 a.m. – Deacons Parlor R.S.V.P – <a href="http://secondbaptistschool.org/lowerschooladmissions">secondbaptistschool.org/lowerschooladmissions</a>
January 15	Sunday	<b>Transcripts and Teacher Recommendations Due</b>
January 20	Friday	<b>Priority Application Deadline</b>
January 31	Tuesday	<b>Deadline for submitting Financial Aid Application (SSS) for priority consideration</b> (Grades 1-12 are eligible to apply)
February 1	Wednesday	<b>Deadline for Testing with Education Specialists</b> (Please refer to the Application Procedures for details.)  <b>Last day for parents to join Second Baptist Church</b> (By letter or by baptism by immersion to qualify for church member tuition rates)
March 9	Friday	<b>Admissions decision letters mailed</b> <b>Financial Aid decision letters mailed</b> (Grades 1-12 are eligible to apply)
April 4	Wednesday	<b>Acceptance decisions due</b>



## KINDERGARTEN – GRADE 4 ADMISSIONS PROCESS AND CHECKLIST

### ▪ **STEP 1 – Complete Application for Admission and Online Inquiry**

- To complete the Online Inquiry, visit [secondbaptistschool.org/lowerschooladmissions](http://secondbaptistschool.org/lowerschooladmissions). The Online Inquiry captures your family's important information directly into our database. *You must complete this step to obtain access to the Candidate Portal. (NOTE: If you have previously completed the online inquiry, you may skip this step.)*
  
- To complete the Application, the following items are required. Please include the Coversheet when the items are submitted to the Office of Admissions
  - Completed Application for Admission and Coversheet
  - Application fee
  - Current photograph with student's name on the back
  - Photocopy of student's birth certificate
  - Student Academic Diagnostic Testing Report (if applicable)
  - Custodial Agreement (if applicable)

### ▪ **STEP 2 - Academics**

Submit the following forms to the student's current school after December 1. The forms are included in this packet. The deadline to receive the recommendations in the Office of Admissions is January 15, 2012.

- Transcript Request** – Transcripts for the student's current school year and two (2) previous academic years are required (if applicable).
- Teacher Recommendation Form** – Please submit to your student's current teacher (if applicable).

### ▪ **STEP 3 - Testing and Group Evaluations**

- Contact Education Specialists at (713) 461-7996 to schedule the appropriate test(s) for your student. The testing may be scheduled anytime after September 1 and must be completed by February 1, 2011 for March admissions decision. Education Specialists will send your student's report directly to the Office of Admissions. Bring the completed **Confidential Student Information** form (included in this packet) to the testing visit.
  
- The Office of Admissions will contact you regarding the Group Evaluation date and time.



## CANDIDATE PORTAL

The Office of Admissions is pleased to offer a wonderful feature for our applicant families!

As an applicant family\* at SBS, you have access to the **Candidate Portal** on our website [secondbaptistschool.org](http://secondbaptistschool.org) for your student(s). To access the page, you will create a login and password that will allow you to (as applicable):

- View Admissions Checklist Items for your student(s)
- Schedule your student's Lower School Group Evaluation\*\*
- Schedule your student's Middle School Interview\*\*
- Schedule your student's Upper School Interview or Shadowing visit\*\*
- Register for upcoming Admissions Events
- View announcements and links regarding the Office of Admissions and the admissions process
- Additionally, if your student is invited and decides to attend SBS, the login and password will continue to provide you access to exclusive areas of the website reserved only for our school families.

*\*Submission of a completed Application for Admission is required for access.*

\*\*Please note – Lower School Group Evaluations, Middle and Upper School Interviews, and Upper School Shadowing *must* be scheduled on the Candidate Portal. The links to register for these events are *only* featured on the Candidate Portal.

## CANDIDATE PORTAL LOGIN INSTRUCTIONS

Once your student's Application for Admission is processed, we will send you notice that you may login to the Candidate Portal.

### To login for the first time:

- Go to [secondbaptistschool.org](http://secondbaptistschool.org)
- Click on the **LOGIN** button at the top of the home page
- Click on **"First Time User"** link
- Follow the Login Instructions

For assistance, please contact:

Sara Bingaman, Lower School Applicants

Sally Preston, Middle School Applicants

Lauren Baker, Upper School Applicants

For additional questions, please call the Office of Admissions at (713) 365-2314.

**KINDERGARTEN – GRADE 4 APPLICATION COVERSHEET**



*Please submit this form along with the other required Family Application items.*

Student's Name: \_\_\_\_\_

*To complete the application process, the following items must be submitted:*

- Online Inquiry Completed – Date Completed: \_\_\_\_\_
- Application for Admission
- Application fee - \$50 by January 20; \$150 January 21 or after
- Current photograph with student's name on the back
- Photocopy of student's birth certificate
- Student Academic Diagnostic Testing Report (if applicable)
- Custodial Agreement (if applicable)

I am enclosing the non-refundable application fee made payable to Second Baptist School.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

**Submit or Mail this form and all items to:**

**Second Baptist School  
Office of Admissions  
6410 Woodway Drive  
Houston, TX 77057**





**PARENT/GUARDIAN INFORMATION**

- Parents are:  - Married  - Separated  - Divorced
Student resides with:  - Mother and Father  - Mother  - Father
 - Legal Guardian  - Stepparent  - Grandparent

If parents are separated or divorced, please list parent who is:

- To receive Admissions correspondence:  - Mother  - Father
To receive school communication:  - Mother  - Father
To make school-related decisions:  - Mother  - Father
To make tuition payments:  - Mother  - Father

If parents are divorced, the family must provide a copy of custodial agreement upon application to the school.

**FATHER** -  Mr.  Dr.  Rev. (please include suffix if applicable)

Name: \_\_\_\_\_
Business Name: \_\_\_\_\_ Position: \_\_\_\_\_
Church Membership: \_\_\_\_\_ Denomination: \_\_\_\_\_
SBS Alumni:  - Yes - Years/Grades attended: \_\_\_\_\_ Year Graduated: \_\_\_\_\_

**MOTHER** -  Mrs.  Miss  Ms.  Dr.

Name: \_\_\_\_\_
Business Name: \_\_\_\_\_ Position: \_\_\_\_\_
Church Membership: \_\_\_\_\_ Denomination: \_\_\_\_\_
SBS Alumni:  - Yes - Years/Grades attended: \_\_\_\_\_ Year Graduated: \_\_\_\_\_

**SIBLINGS**

Name: \_\_\_\_\_ Age: \_\_\_\_\_ School/Grade: \_\_\_\_\_
Name: \_\_\_\_\_ Age: \_\_\_\_\_ School/Grade: \_\_\_\_\_
Name: \_\_\_\_\_ Age: \_\_\_\_\_ School/Grade: \_\_\_\_\_

**STEPPARENT/GUARDIAN INFORMATION** (Please complete only if applicable)

**Stepparent Guardian**  Mrs.  Miss  Ms.  Dr.  Mr.  Rev. (please include suffix if applicable)

Name: \_\_\_\_\_
Business Name: \_\_\_\_\_ Position: \_\_\_\_\_
Church Membership: \_\_\_\_\_ Denomination: \_\_\_\_\_
SBS Alumni:  - Yes - Years/Grades attended: \_\_\_\_\_ Year Graduated: \_\_\_\_\_

**Stepparent Guardian**  Mrs.  Miss  Ms.  Dr.  Mr.  Rev. (please include suffix if applicable)

Name: \_\_\_\_\_
Business Name: \_\_\_\_\_ Position: \_\_\_\_\_
Church Membership: \_\_\_\_\_ Denomination: \_\_\_\_\_
SBS Alumni:  - Yes - Years/Grades attended: \_\_\_\_\_ Year Graduated: \_\_\_\_\_

**STUDENT INFORMATION** – Please attach additional pages as needed.



Student Name: \_\_\_\_\_

◆ Has the student ever been diagnosed with a learning difference?

*If student has been diagnosed with a learning difference or is receiving accommodations and/or modifications in the classroom you are required to include a copy of the most recent diagnostic report and all supporting documentation. Second Baptist School is not able to make modifications, however, requested accommodations will be considered on an individual basis.*

- No

- Yes - Please explain: \_\_\_\_\_

◆ Has the student had an educational diagnostic evaluation?

- No

- Yes – Date of Evaluation: \_\_\_\_\_ Please explain: \_\_\_\_\_

◆ Have classroom modifications or accommodations ever been recommended for the student?

- No

- Yes - Please explain: \_\_\_\_\_

◆ Has the student ever used classroom modifications or accommodations such as extra time on exams?

- No

- Yes - Please explain: \_\_\_\_\_

◆ Has the student ever received tutoring?

- No

- Yes -  - In-school tutoring  - Private tutoring  - Therapy for a learning difference, such as Neuhaus

Please explain and include duration of tutoring: \_\_\_\_\_

◆ Has the student ever received therapy for speech, vision or hearing?

- No

- Yes - Please explain: \_\_\_\_\_

◆ Has the student experienced a recent life change such as divorced parents or a death in the family?

- No

- Yes - Please explain: \_\_\_\_\_



**ADDITIONAL INFORMATION** *(Continued)-Please attach additional pages as needed.*

◆ Has the student evidenced maladjustment in school?

- No

- Yes - Please explain: \_\_\_\_\_

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◆ Has student ever received medical or psychological treatment?

- No

- Yes - Please explain: \_\_\_\_\_

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◆ Is student currently taking any prescription or over-the-counter medications?

- No

- Yes - Please explain: \_\_\_\_\_

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◆ Does the student have any known allergies?

- No

- Yes - Please explain: \_\_\_\_\_

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◆ Has the student ever been suspended or expelled from school?

- No

- Yes - If yes, ***please attach a description including the consequences imposed by the school.***

◆ Has the student received disciplinary action in school that has resulted in the loss participation in activities?

- No

- Yes - Please explain: \_\_\_\_\_

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**OFFICIAL TRANSCRIPT REQUEST**



*Parents: Please submit this request form to your student's current school.*

**Student's Name:**

\_\_\_\_\_

(Please print full name)

**Parent/Guardian Approval for Release of Records:**

\_\_\_\_\_

(Signature)

\*\*\*\*\*

**TO:** Registrar of \_\_\_\_\_  
(Current School)

**FROM:** Andrea Prothro, Director of Admissions, Second Baptist School

**DATE:** \_\_\_\_\_

\_\_\_\_\_ is currently seeking enrollment in  
Second Baptist School for Grade \_\_\_\_\_.

In order to complete our files, please send the following:

- Official transcript from the *current school year*;
- Official transcript for the *two previous school years*;
- Standardized test scores;
- If grades are in numerical form, please enclose the *grading scale* used at your school.

**Please mail all records to:**

Andrea Prothro  
Director of Admissions  
Second Baptist School  
6410 Woodway Drive  
Houston, Texas 77057  
Phone: (713) 365-2314  
Fax: (713) 365-2445

## Shared Teacher Recommendation - Kindergarten

Name of Applicant \_\_\_\_\_

Applicant for Grade: Kindergarten

### Parent or Guardian

**Parent or Guardian: Please write your child's name in the space above and read and sign the following before giving this to your child's teacher. Please include an addressed/stamped envelope for each school you list below.**

I understand and agree that the information contained on this Teacher Recommendation form is confidential and will be used only in the selection of applicants and will not become part of the applicant's permanent file. I also agree that this completed form will not be available to applicants, parents, or anyone outside of the Admissions Committee, and I waive any right that I may have to see it.

\_\_\_\_\_  
Signature of Parent or Guardian

\_\_\_\_\_  
Date

Please send this recommendation to the following Houston schools:

1. Second Baptist School Admissions Address 6410 Woodway Drive, Houston, TX 77057 Fax (713) 365-2445
2. \_\_\_\_\_ Address \_\_\_\_\_ Zip \_\_\_\_\_
3. \_\_\_\_\_ Address \_\_\_\_\_ Zip \_\_\_\_\_
4. \_\_\_\_\_ Address \_\_\_\_\_ Zip \_\_\_\_\_

### Teacher

**Teacher: Please complete this confidential form and return it in the enclosed envelope by January 15.**

In order to give you time to get to know the applicant better, we ask that you *not* complete this form *before December 1*. This Teacher Recommendation form will be treated confidentially and will not be shared with parents. You may wish to retain the original copy for your files to send to additional schools. Thank you for your cooperation and honesty. **The child's application cannot be processed until this form is received in the Admissions Office.**

### Social Skills

<i>Ratings</i>	<i>Area of strength</i>	<i>Age appropriate</i>	<i>Progressing</i>	<i>Area of concern</i>	<i>Comments</i>
Self-esteem					
Acceptance of limits					
Self-motivation					
Ability to work independently					
Interaction with peers					
Interaction with teachers					
Uses words to express feelings					
Internalization of classroom routine					
Separation from parents/caregivers					
Ability to share and work cooperatively					
Ability to wait turn					
Respect for property (personal and others)					
Accepts responsibility for actions					
Sense of humor					
Curiosity					
Attention span- self chosen activity					
Attention span- assigned activity					
Cooperative attitude					
Leadership skills					
Makes transitions easily					
Ability to focus in large group					
Ability to focus in small group					

Name of Applicant \_\_\_\_\_

Applicant for Grade: Kindergarten

Usually chooses to work in: large group \_\_\_\_\_ small group \_\_\_\_\_ alone \_\_\_\_\_  
 Usually takes the role of: leader \_\_\_\_\_ follower \_\_\_\_\_ varies \_\_\_\_\_  
 Hand dominance: right \_\_\_\_\_ left \_\_\_\_\_ not yet established \_\_\_\_\_

Describe any notable social or emotional strengths or weaknesses. What steps have been taken to address the areas of concern?

**Physical Development**

<i>Ratings</i>	<i>Area of strength</i>	<i>Age appropriate</i>	<i>Progressing</i>	<i>Area of concern</i>	<i>Comments</i>
Fine motor coordination (lacing, puzzles, etc.)					
Draws with details					
Uses appropriate pencil grip					
Gross motor coordination					
Body/space awareness					
Balance, gait, fluidity, smoothness of movement					
Participates in physical group activity					

Please describe any notable physical strengths or weaknesses: visual and/or auditory : \_\_\_\_\_

Are there any aspects of the child's physical development or stamina which might limit full participation in a school's program?  
If so, how does the child deal with them? \_\_\_\_\_

- This applicant is:  Strongly Recommended  Recommended  Recommended with Reservation  Not Recommended

**Check the words that best describe this applicant.**

Aggressive	Courteous	Flexible	Over protected
Articulate	Detached	Good natured	Respectful
Cheerful	Determined	Impulsive	Serious
Confident	Easily frustrated	Oppositional	Spirited

- Is there anything regarding the applicant that would be helpful for the Admissions Committee to know? \_\_\_\_\_

- Is there anything regarding the family that would be helpful for the Admissions Committee to know? \_\_\_\_\_

- I would:  like to  be willing to discuss this applicant by telephone.

Signature of Teacher: _____	Date: _____
Print Name: _____	
Name of School: _____	Telephone: _____
School Address: _____	Home Telephone: _____

**Director/Principal**

	Consistently	Usually	Seldom	Not Observed
Parent(s) participate in school activities				
Parent(s) support school policies and procedures				

Signature of Director/Principal: \_\_\_\_\_ Date: \_\_\_\_\_

**Shared Teacher Recommendation - Grades 1 - 4**

Name of Applicant \_\_\_\_\_

Applicant for Grade \_\_\_\_\_

**Parent or Guardian**

**Parent or Guardian: Please write your child's name in the space above and read and sign the following before giving this to your child's teacher. Please include an addressed/stamped envelope for each school you list below.**

I understand and agree that the information contained on this Teacher Recommendation form is confidential and will be used only in the selection of applicants and will not become part of the applicant's permanent file. I also agree that this completed form will not be available to applicants, parents, or anyone outside of the Admissions Committee, and I waive any right that I may have to see it.

\_\_\_\_\_  
Signature of Parent or Guardian

\_\_\_\_\_  
Date

**Please send this recommendation to the following Houston schools:**

1. Second Baptist School Admissions Address 6410 Woodway Drive, Houston, TX 77057 Fax (713) 365-2445 \_\_\_\_\_

2. \_\_\_\_\_ Address \_\_\_\_\_ Zip \_\_\_\_\_

3. \_\_\_\_\_ Address \_\_\_\_\_ Zip \_\_\_\_\_

4. \_\_\_\_\_ Address \_\_\_\_\_ Zip \_\_\_\_\_

**Teacher**

**Teacher: Please complete this confidential form and return it in the enclosed envelope by January 15.**

In order to give you time to get to know the applicant better, we ask that you *not* complete this form *before December 1*. This Teacher Recommendation form will be treated confidentially and will not be shared with parents. You may wish to retain the original copy for your files to send to additional schools. Thank you for your cooperation and honesty. **The child's application cannot be processed until this form is received in the Admissions Office.**

**Academic Skills**

<i>Ratings</i>	<i>Area of Strength</i>	<i>Age Appropriate</i>	<i>Progressing</i>	<i>Area of Concern</i>	<i>Comments</i>
Listens to and follows teacher's directions					
Is attentive to group discussions/activities					
Contributes appropriately to group					
Demonstrates ability to work independently					
Perseveres in spite of difficulty					
Works cooperatively					
Enjoys new challenges					
Moves easily from one activity to another					
Demonstrates ability to stay on task					
Ability to complete work in a timely manner					

**Communication Skills**

<i>Ratings</i>	<i>Area of Strength</i>	<i>Age Appropriate</i>	<i>Progressing</i>	<i>Area of Concern</i>	<i>Comments</i>
Ability to express ideas verbally					
Clarity of writing					
Grammar/Mechanics skills					
Reading rate and fluency					
Reading comprehension					
Knowledge and usage of vocabulary					
Imagination and creativity					
Problem-solving skills					

Name of Applicant \_\_\_\_\_

Applicant for Grade \_\_\_\_\_

**Social Skills**

<i>Ratings</i>	<i>Usually</i>	<i>Sometimes</i>	<i>Seldom</i>	<i>Comments</i>
Responds positively to constructive criticism				
Establishes friendships easily				
Is comfortable in a group				
Respectful of property (personal and others)				
Accepts responsibility for actions				
Demonstrates self-control				
Takes responsibility for belongings				
Is cooperative				
Demonstrates appropriate energy level				
Exhibits emotional maturity				
Takes pride in appearance				

**Circle the words that best describe this applicant.**

- |               |                    |                 |                 |                  |
|---------------|--------------------|-----------------|-----------------|------------------|
| Aggressive    | Disobedient        | Irritable       | Organized       | Self-disciplined |
| Anxious       | Easily discouraged | Manipulative    | Over-protected  | Shy              |
| Articulate    | Follower           | Mature          | Perfectionist   | Social           |
| Cheerful      | Helpful            | Motivated       | Positive leader | Vivacious        |
| Confident     | Honest             | Negative leader | Responsible     | Well-liked       |
| Conscientious | Immature           | Oppositional    | Self-centered   | Witty            |

• Describe any notable social or emotional strengths or weaknesses. What steps have been taken to address the areas of concern?

\_\_\_\_\_

\_\_\_\_\_

• Is applicant habitually tardy or absent?  Yes  No

If yes, please explain. \_\_\_\_\_

\_\_\_\_\_

• This applicant is:  Strongly Recommended  Recommended  Recommended with Reservation  Not Recommended

• Is there anything regarding the applicant that would be helpful for the Admissions Committee to know? \_\_\_\_\_

\_\_\_\_\_

• Is there anything regarding the family that would be helpful for the Admissions Committee to know? \_\_\_\_\_

\_\_\_\_\_

• I would:  like to  be willing to discuss this applicant by telephone.

Signature of Teacher: _____	Date: _____
Print Name: _____	
Name of School: _____	Telephone: _____
School Address: _____	Home Telephone: _____

**Director/Principal**

	<b>Consistently</b>	<b>Usually</b>	<b>Seldom</b>	<b>Not Observed</b>
Parent(s) participate in school activities				
Parent(s) support school policies and procedures				

**Signature of Director/Principal:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## FINANCIAL AID



Second Baptist School seeks to provide an affordable Christian, college-preparatory education to all our families. Recognizing the financial commitment families choose to make by selecting an independent school for their children, Second Baptist School is privileged to offer need-based financial aid to qualifying families. *Financial aid consideration is for students who are entering Grades 1 through 12.*

To apply for financial aid, families must first request an Application for Financial Aid from the Office of Admissions. The packet includes the application, a questionnaire, the policies, a completion agreement, the timeline and a list of frequently asked questions. *Priority deadline to apply is January 31, 2012.*

Financial aid applications are available beginning in November prior to the enrolling school year. Families must apply each year for financial aid consideration. Initial notification of financial aid awards is made in March of the enrolling school year.

Please complete and return the following sheet, Financial Aid Packet Request, with the admissions application if you would like to receive the Application for Financial Aid (only one form per family required).

If you have any questions regarding financial aid, please contact Sally Preston at (713) 365-2314.



# FINANCIAL AID PACKET REQUEST

Please submit with Family Application.

Student's Name: \_\_\_\_\_

- Male  - Female      Date of Birth: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Current Grade: \_\_\_\_\_      Applying for Grade: \_\_\_\_\_      School Year: \_\_\_\_\_ - \_\_\_\_\_

Student's Name: \_\_\_\_\_

- Male  - Female      Date of Birth: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Current Grade: \_\_\_\_\_      Applying for Grade: \_\_\_\_\_      School Year: \_\_\_\_\_ - \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_      State: \_\_\_\_\_      Zip Code: \_\_\_\_\_

Home Telephone Number: \_\_\_\_\_      Cell Phone: \_\_\_\_\_

**For Office Use:**

- Walk-In \_\_\_\_\_

- Mailed \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## CONFIDENTIAL STUDENT INFORMATION FORM



The following seven (6) pages are the Confidential Student Information form that you will submit to Education Specialists at the time of your student's evaluation.

## Education Specialists, L.L.C.

10700 Richmond Ave., Ste. 201

Houston, Texas 77042

Telephone/Fax 713.461.7996

Tamra J. Clark, M.Ed., RPED

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Dear Parents,

We look forward to testing your child at our office as part of the required admission process for Second Baptist School.

Our office (10700 Richmond) is located just west of the Sam Houston Parkway on the north side of Richmond Avenue, between Rodgerdale and Wilcrest. The three-story building is immediately west of the one-story River Oaks Academy. Parking is available on all sides of the building. Our office, suite #201, is on the east side of the building on the second floor, next to the restrooms.

You may contact me at 713.461.7996 to schedule your appointment for testing. The enclosed Confidential Student Information paperwork is to be completed prior to testing. Please bring this paperwork along with the assessment fee (cash or check payable to Education Specialists, LLC) when you come to your scheduled appointment. Assessment fees are \$175 for the WPPSI or WISC (required for Pre-Kindergarten and Kindergarten) and \$350 for the WISC and Woodcock-Johnson (required for grades 1-4).

Please come with your child to our waiting area a few minutes before your scheduled appointment time. This will help your child get comfortable with the setting, as well as, help our office run on schedule. Please allow one hour for the WPPSI or WISC, and two hours for the WISC/Woodcock-Johnson.

The best way to contact me on the day of your appointment is by cell phone. My number is 832.567.9403. It is not on while I am actually with a student or a parent, but you may leave a message that I will get and can return very quickly. Please make any cancellations or changes at least 24 hours in advance to avoid the \$25.00 cancellation fee.

Your child's results will be forwarded to Second Baptist School within a week of completing the assessment. If you wish to obtain a copy of the report and to have a conference about the results, an appointment can be made directly with the examiner that works with your child. This service is provided for an additional charge.

Call 713.461.7996 several days ahead if you need further directions or clarification. We look forward to meeting you and working with your child.

Sincerely,

Tami Clark

# Education Specialists, LLC

10700 Richmond Ave., Ste. 201  
Houston, TX 77042  
Phone/Fax : 713-461-7996

**Tamra J. Clark, M.Ed., RPED**

## CONFIDENTIAL STUDENT INFORMATION

Child's Name: \_\_\_\_\_  
(Last) (First) (Middle)

DOB: \_\_\_\_\_ Age: \_\_\_\_\_ Gender: \_\_\_\_\_ Adopted: YES NO  
(Month / Day / Year)

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ Country: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Father's Cell Phone: \_\_\_\_\_

Mother's Cell Phone: \_\_\_\_\_

Current School: \_\_\_\_\_ Current Grade: \_\_\_\_\_

School Applying For: \_\_\_\_\_ Grade: \_\_\_\_\_

Person Completing Forms: \_\_\_\_\_ Relationship to Child: \_\_\_\_\_

## PARENT INFORMATION

**Father's Name:** \_\_\_\_\_ **Occupation:** \_\_\_\_\_

Education Level: \_\_\_\_\_ Age: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Marital Status:  Single  Married  Re-married  Divorced

Step-Parent: YES NO Custodial Parent: YES NO

Address (if different): \_\_\_\_\_

**Mother's Name:** \_\_\_\_\_ **Occupation:** \_\_\_\_\_

Education Level: \_\_\_\_\_ Age: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Marital Status:  Single  Married  Re-married  Divorced

Step-Parent: YES NO Custodial Parent: YES NO

Address (if different): \_\_\_\_\_

**FAMILY INFORMATION - Brothers / Sisters:**

Name	Age	Grade	School Attending	Step-sibling
_____				YES NO
_____				YES NO
_____				YES NO
_____				YES NO
_____				YES NO
_____				YES NO

**Are there any family situations that affect this child?** (divorce, trauma, death, etc.) Explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**DEVELOPMENTAL & MEDICAL HISTORY**

**Unusual aspects of pregnancy and delivery:** \_\_\_\_\_

\_\_\_\_\_

**Unusual aspects of child's development** (sitting, walking, eating, talking, etc.): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Child's general health:** \_\_\_\_\_

**Significant illnesses, fevers, operations, accidents:** \_\_\_\_\_

\_\_\_\_\_

**Date of last physical examination:** \_\_\_\_\_ **Doctor:** \_\_\_\_\_

**PREVIOUS SERVICES:** Answer *Y, N, or NA* for each and provide additional explanation as necessary.

**Y** = yes   **N** = no   **NA** = not applicable

- \_\_\_\_\_ Speech or Language Therapy - \_\_\_\_\_
- \_\_\_\_\_ Counseling - \_\_\_\_\_
- \_\_\_\_\_ Previous Educational Testing - \_\_\_\_\_
- \_\_\_\_\_ Previous Psychological Testing - \_\_\_\_\_
- \_\_\_\_\_ Wears Glasses - \_\_\_\_\_
- \_\_\_\_\_ Wears Hearing Aid - \_\_\_\_\_
- \_\_\_\_\_ Disability - \_\_\_\_\_
- \_\_\_\_\_ Medical Problem(s) - \_\_\_\_\_
- \_\_\_\_\_ Takes Medications - \_\_\_\_\_
- \_\_\_\_\_ Other Languages Spoken Fluently in the Home - \_\_\_\_\_
- \_\_\_\_\_ Other Languages Child Speaks Fluently - \_\_\_\_\_

**ABILITIES & ACTIVITIES:** Answer *Y, N, or NA* for each and provide additional explanation as necessary.

**Y** = yes   **N** = no   **NA** = not applicable

- \_\_\_\_\_ Uses scissors, crayons, pencils - \_\_\_\_\_
- \_\_\_\_\_ Rides a bicycle - \_\_\_\_\_
- \_\_\_\_\_ Writes his/her name - \_\_\_\_\_
- \_\_\_\_\_ Uses language fluently - \_\_\_\_\_
- \_\_\_\_\_ Is usually active or restless - \_\_\_\_\_
- \_\_\_\_\_ Has nervous tendencies (ie: *bed wetting, unusual fears, extreme moods of depression, anxiety, temper tantrums*) - \_\_\_\_\_
- \_\_\_\_\_ Participates in organized groups. (ie: *Boy Scouts, Girl Scouts, Cubs, Brownies, Campfire, Bluebirds, Church Groups, YMCA, YWCA, etc.*) - \_\_\_\_\_
- \_\_\_\_\_ Participates in family recreation - \_\_\_\_\_
- \_\_\_\_\_ Has home responsibilities - \_\_\_\_\_

**EDUCATIONAL HISTORY**

Age entered Kindergarten \_\_\_\_\_

Age entered First Grade \_\_\_\_\_

List all schools attended :

	School	Dates	Grade	Reason Discontinued
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____

School	Dates	Grade	Reason Discontinued
3. _____			
4. _____			

***This child has . . .***

- \_\_\_\_\_ Repeated a grade - \_\_\_\_\_
- \_\_\_\_\_ Skipped a grade - \_\_\_\_\_
- \_\_\_\_\_ Had difficulties in school - \_\_\_\_\_
- \_\_\_\_\_ Received private tutoring - \_\_\_\_\_
- \_\_\_\_\_ Been placed in special classes at school - \_\_\_\_\_

***What is your child's . . .***

- a. BEST subject ? \_\_\_\_\_
- b. WORST subject ? \_\_\_\_\_

***How does this child react to . . .***

- a. discipline from TEACHERS ? \_\_\_\_\_
- b. discipline from PARENTS ? \_\_\_\_\_

***This child is . . .***     Right handed,     Left handed,     Ambidextrous (*both*).

**BEHAVIOR:**    *In the space provided, please answer:*    **Y** = Yes, usually    **S** = Sometimes    **N** = No, never

- \_\_\_\_\_ 1. Usually minds and behaves.
- \_\_\_\_\_ 2. Usually cooperates.
- \_\_\_\_\_ 3. Is overly physically aggressive when playing with others.
- \_\_\_\_\_ 4. Controls temper.
- \_\_\_\_\_ 5. Cooperates with other children.
- \_\_\_\_\_ 6. Has good concentration and attention.
- \_\_\_\_\_ 7. Is overly active or can't sit still.

- \_\_\_\_\_ 8. Is impulsive.
- \_\_\_\_\_ 9. Is very unhappy or has lost interest in most things.
- \_\_\_\_\_ 10. Thinks about or talks about death.
- \_\_\_\_\_ 11. Doesn't sleep well at night or has nightmares.
- \_\_\_\_\_ 12. Wants to sleep all the time.
- \_\_\_\_\_ 13. Grinds teeth during day or night.
- \_\_\_\_\_ 14. Exhibits good eating habits (not too little or not too much).
- \_\_\_\_\_ 15. Is very afraid to be away from parents.
- \_\_\_\_\_ 16. Is overly dependent.
- \_\_\_\_\_ 17. Has nightmares about being dead.
- \_\_\_\_\_ 18. Worries all the time.
- \_\_\_\_\_ 19. Cringes when meeting strangers.
- \_\_\_\_\_ 20. Has experienced a very upsetting or traumatic event.
- \_\_\_\_\_ 21. Has physical symptoms or pain that either **(1)** get worse when upset or **(2)** that cannot be explained medically.
- \_\_\_\_\_ 22. Is convinced of being very ill despite medical evidence to the contrary.
- \_\_\_\_\_ 23. Is overly concerned about a defect in appearance.
- \_\_\_\_\_ 24. Reports having certain images or ideas which come over and over.
- \_\_\_\_\_ 25. Has certain impulses that just keep coming.
- \_\_\_\_\_ 26. Does certain behaviors over and over, usually in the same manner.
- \_\_\_\_\_ 27. Has strange or peculiar thinking or drawings.
- \_\_\_\_\_ 28. Has experiences that seem like hallucinations.

*If you feel that it would be beneficial for the testing examiner to be aware of any additional information concerning the above behaviors, please explain below.*

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\_\_\_\_\_ Please send the testing results to these additional schools. (There is an extra \$5 fee for each school after the original one for which your child is applying.)

	<b>Name of School</b>	<b>Address of School</b>	<b>Contact Person</b>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

***Education Specialists, LLC has my permission to send the testing results for my child to the above additional schools.***

\_\_\_\_\_  
Parent / Guardian Signature

\_\_\_\_\_  
Date

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To qualify for services with Education Specialists, LLC parent(s) are required to **(1)** fully complete this Confidential Student Information Form, **(2)** bring the child on time to the scheduled appointment, and **(3)** pick up the child on time from the scheduled appointment. **Missed appointments will incur a \$25 CANCELLATION FEE.** Your signature below indicates that you have read all of the above and agree to the conditions, obligations, fees, procedures, and requirements set forth by Education Specialists, LLC.

\_\_\_\_\_  
Parent / Guardian Signature

\_\_\_\_\_  
Date

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Please attach a picture of your child to this page and make any additional comments that you feel are important.

## SECOND BAPTIST SCHOOL BY THE NUMBERS - 2011



- 53 students made a profession of faith this year.
- The Class of 2011 was accepted to 75 universities and will attend 33 universities in 19 states. Some of the schools to be attended include Washington and Lee, Wake Forest University, Rhodes College, University of Virginia, Davidson College, Boston University, Johns Hopkins University, Knox College and leading Texas universities.
- Exceeding the state SAT average of 1462, and a national average of 1509, the average SAT score for the SBS Class of 2011 was 1806. The Class of 2011 was offered academic and athletic scholarships totaling over \$3 million.
- 5 seniors named as National Merit Finalists, 3 as National Merit Commended Scholars, and 1 as National Hispanic Scholar.
- Art students won 2nd place in the TAPPS State Art Competition and won a Gold Medal at the Rodeo Art Competition.
- Lower School students read over 10,000 books, totaling more than 105 million words through the Accelerated Reader Program. 37 students read over 1 million words each, 3 students read over 2 million words each, 1 student read over 3 million words and 1 student read over 5 million words.
- Nationwide, over 67,000 Middle School students participated in the Duke Talent Identification Program. The national average SAT math score by participants was 450. Thirteen SBS students received State Recognition and their average math score was 560.
- 9 members of the Class of 2011 will participate in collegiate athletics. The Athletic Department claims 22 state championships in 8 different athletic events.
- 10 Upper School students were named AP Scholars by the College Board and 3 were named AP Scholars with Honor.
- Angels of Light: LS donated over 450 toys, MS nearly 300 sports watches, US held a toy drive and served over 300 hours.
- 11 students competed in the TAPPS Academic State Competition and 3 students competed in the TAPPS Music State Competition.
- 3 students received TPSMEA All-Region Choir Recognition and 2 received All-State Choir Recognition. One student received TMEA Region Choir Recognition.
- 44 Upper School students were inducted into the National Honor Society.
- Lower School participated in 15 field trips throughout the school year. The variety of field trips included the George Bush Library, Bellaire Nature Center, Houston Arboretum, Houston Museum of Natural Science, and the San Jacinto Monument
- SBS had 58 student athletes listed on All District teams, 22 listed as All State, and 14 listed as Academic All State.
- In 2010-2011, SBS had 1 Regional Finalist team, 1 State Semi-Finalist team, 2 State Runner-up teams, 1 State Champion team, 10 students who were part of State Champion swim relays and 2 students who were named individual event State Champions.
- The fifth annual Middle School musical, *Peter Pan*, had 4 sold-out performances and over 2,000 people in attendance.
- Upper School appointed 7 seniors as the School's first group of Prefect leaders.
- 1 Upper School athlete named Built Ford Tough Player of the Week and 1 Upper School athlete named to the TPSCA South All-Star Football Team.
- Representatives from over 100 universities traveled to SBS for College Day.
- 47 students participated in the First Annual Lower School Spelling Bee.
- Upper School students in the Fine Arts Department continued the annual tradition of performing at Houston's Hobby Center for the Performing Arts. This year's spectacular show, *South Pacific*, had 3 sold-out performances with nearly 2,000 in attendance.
- Lower School performed at 4 Grandparent Day programs including the Parade of Presidents and "What I Want to be When I Grow Up."
- The 2011 Celebration Book Fair added 500 new books to the Woliver-Anderson Library.
- The Second Fund raised more than \$500,000. The 5<sup>th</sup> annual EagleFest raised over \$392,000 for the SBS Faculty Endowment, and the 5<sup>th</sup> annual Distinguished Speaker Luncheon raised over \$330,000 for a Christmas bonus for faculty as well as salary increases in the upcoming year.
- The Fine Arts Director's Circle raised over \$28,000 for the Upper School musical, *South Pacific*.
- Upper School students performed over 30,000 hours of community service as part of Second Serving.
- The Middle School completed its 11<sup>th</sup> year of touring Washington, D.C. with eighth grade students, and seventh grade students traveled to Austin for their annual Texas history experience. Sixth grade continued their tradition of serving at the Salvation Army and fifth grade participated in their team building retreat at Pine Cove.
- 5 seniors were named Eagle Scouts.
- The Office of Alumni Relations hosted 12 events, including networking opportunities in Dallas and College Station, while Upper School students and teachers connected with alumni during school trips to California and New York.
- Second Annual SBS Service Day: LS served those in local nursing homes, the Third Ward and the VA Hospital, created care packages for those in the military and for Star of Hope, and assisted in the work of Living Water International; MS made valentines for veterans, collected items for Agape Ministries, and worked in Memorial Park, Houston Food Bank and Star of Hope; US participated in Student Leadership University, focusing on becoming strong Christian leaders in the 21<sup>st</sup> century.