



INTERNATIONAL BACCALAUREATE ORGANIZATION

Middle Years Programme

Application form part A
(application for candidate status)

School name:

Incline Middle School

*Middle Years Programme
Application form part A
(application for candidate status)*

Published September 2006

© International Baccalaureate Organization 2003, 2006

Organisation du Baccalauréat International
Route des Morillons 15
Grand-Saconnex, Genève
CH-1218
SWITZERLAND

APPLICATION COVERSHEET—PART A

To the regional director of the International Baccalaureate Organization (IBO), for permission to implement the Middle Years Programme as a candidate school

Official name of prospective MYP candidate school:

Incline Middle School

On behalf of the above-named school, I request permission from the IBO to implement the Middle Years Programme (MYP) as a candidate school preparing for official authorization. Information about the school is supplied on the attached form and in the accompanying documents. The relevant application fee is included.

Planned start date for the implementation of the programme:

(Please refer to articles 8–9 of *Application procedure for candidate schools*.)

August 2010

I confirm that I have read the following documents and agree to abide by the regulations, criteria and conditions stated therein:

- *Application procedure for candidate schools*
- *Rules for authorized schools: Middle Years Programme*
- *General regulations: Middle Years Programme*
- *MYP guide to school application*
- *MYP school guide to the authorization visit*.

I understand that acceptance as a candidate school by the IBO regional office does not guarantee future authorization to offer the MYP. The final decision on the application for authorization is reached by the IBO director general after submission of the *MYP application form part B* and after an authorization visit, by an IBO visiting team, has taken place.

I confirm that the school will not advertise or otherwise imply that it is authorized to offer the MYP unless, and until such time as, the school receives notification of authorization from the IBO director general, Geneva. Should permission to implement the MYP as a candidate school be granted by the regional office, the school will present itself as a candidate school preparing for authorization.

I agree that this electronic application form, whether signed electronically or not, will be understood by the IBO to have been read and endorsed by the head of the prospective candidate school, without a signed hard copy being necessary.

I understand and accept that any dispute arising from, or in connection with, this application or any other document relating to the authorization process shall be finally settled by three arbitrators in accordance with the *Rules of arbitration* of the Chamber of Commerce and Industry of Geneva. The seat of the arbitration shall be Geneva, Switzerland. The proceedings shall be confidential and the language of arbitration shall be English.

I further declare that, to the best of my knowledge, the information given on this form is correct.

Name and title of head of school:

Sharon M. Kennedy, Site Administrator

Signature:



Date: 30 March 2010

1 CONTACT DETAILS

1a Name of school:

Incline Middle School

Legal registered name of school: *(If different from above)*

Postal address:

931 Southwood Blvd. Incline Village, NV 89451 USA

Street address: *(If different from above)*

Telephone: *(Include country and area codes)* 001-775-832-4220

Fax: *(Include country and area codes)* 001-775-832-4210

Web site: www.inlinechools.org

E-mail: Head of school smkennedy@washoe.k12.nv.us

General for the school smkennedy@washoe.k12.nv.us

MYP coordinator To be hired in June 2010

1b Name and title of head of school:

Sharon M. Kennedy Site Administrator

1c Name and current responsibilities of the MYP coordinator:

Coordinator to be hired in June 2010 – Half time position

2 SCHOOL INFORMATION

2a Date the school was founded: *(State year only)*

1981

2b Legal status of school: *(See note below)*

State

X

Private

Note: Incline Middle School is a public school within Washoe County School District in the state of Nevada, USA

- A **state** school is a government or national school where the employees are government civil servants and are paid by the state either at a local or national level; usually there are

no tuition (as distinct from examination or other) fees.

- A **private** school is an independent (not-for-profit or for-profit) institution whose teachers are not civil servants and whose main revenue comes from tuition fees; government subsidies may apply in some countries but they are not the major source of income.

2c (i) If "state", do students pay tuition fees? Yes

No

(ii) If "private", do IB students in particular receive any government subsidy? Yes

No

2d Type of school: Boys'

Girls'

Coeducational

Boarding

Day

Boarding and day

2e Total number of students in the school:

2f Academic structure: what divisions (for example, kindergarten, primary, middle school and high school) operate in the school, if any?

Name of section	Age range of students	Number of students
Middle School	11 - 14	224
		(add rows as necessary)

2g Is there entry selection into the school? Yes

No

If "yes", please explain.

3 IB PROGRAMMES

3a Age range and numbers of students who are being, or will be, offered the MYP:

MYP years	Age range	Numbers
Year 1	11-12	73
Year 2	12-14	75
Year 3	12-15	77
Year 4	N/A	N/A
Year 5	N/A	N/A

3b If you do not intend to offer the full five-year MYP, please provide a detailed explanation, and include supporting documentation in your submission.

Incline Middle School is a 3 year school that includes grades 6 through 8 only.

3c Other IB programmes offered by the school, if any:

Date of authorization of Primary Years Programme (PYP)

N/A

Date of authorization of Diploma Programme

N/A

3d Other IB programmes planned for introduction, if any:

Planned date for introduction of the PYP

N/A

Planned date for introduction of the Diploma Programme

N/A

4 STUDENTS

4a The IBO normally expects schools to offer the MYP to all students in the years it is being, or will be, offered. If this is not the case in your school, please explain why.

MYP will be offered to all students

4b Other academic programmes taught to the MYP age group, 11–16 years, if any:

N/A

4c Will there be entry selection into the MYP?

Yes

No

X

If "yes", please provide information on selection criteria.

4d Will MYP students be streamed/tracked?

Yes

No

If "yes", please provide details.

4e Nationalities/ethnicities of students: (Optional)

Nationalities/ethnicities	Approximate numbers
African American/Asian/Native American	5
Caucasian	137
Hispanic/Latino	80

5 MIDDLE YEARS PROGRAMME

5a How did you first hear about the MYP?

Please be as specific as possible.

The International Baccalaureate Program was proposed as a an addition to the schools in Incline Village by a district formed task force looking to increase rigor and enrollment in local schools.

5b List the main reasons for wanting to introduce the MYP.

Incline MS is seeking to increase the educational rigor of its curriculum as well as serve an ethnically diverse student population

5c Please indicate the MYP training received by, and planned for, the MYP coordinator.

No training received as of this application. It is the intention of the district to send a coordinator for training during the summer of 2010

5d Please indicate how the head of school/head of section has been introduced to the MYP.

Sharon Kennedy attended the 3 day HOS training at Granlibakken, CA, USA summer 2009

5e Please indicate how the school intends to facilitate meetings of MYP teachers for

horizontal and vertical planning of the teaching of the programme.

The intention is to provide bimonthly Professional Learning Community time for all teachers to plan both vertically and horizontally

5f How, and in what time frame, will the school ensure that all staff are trained to deliver the MYP?

At this time one teacher from each of the 8 subject areas has been trained (2 in the Arts) as well as the HOS. We are bringing an IB MYP consultant to speak to the staff in May 2010 and are intending to use professional development days in August for one or two further training sessions

5g Please indicate the language(s) of instruction for each of the subject groups in each year of the programme.

Subjects	Year 1	Year 2	Year 3	Year 4	Year 5
Language A	English	English	English		
Language B	Spanish	Spanish	Spanish		
Humanities	English	English	English		
Sciences	English	English	English		
Mathematics	English	English	English		
Arts	English	English	English		
Physical education	English	English	English		
Technology	English	English	English		

5h Which subjects, other than MYP subjects, will you offer, if any?

English as a Second Language, Special Education Language Arts, Special Education Math, Comprehensive Life Skills, READ 180, Language Arts Support, Math Support

5i Will MYP students have to fulfill other requirements (for example, national, local requirements)?

Yes

No

If "yes", please specify in which year(s) of the MYP.

6 TEACHING PERSONNEL

6a Teachers who will teach the MYP:

Number of full-time teachers

17

Number of part-time teachers

1

Number of hours (1 hour = 60 minutes) per week in a full teaching load

25

Average MYP class size

24

6b Does the school have department chairs, team leaders, year-level leaders or other such organizational structures?

Yes

No

If "yes", please describe.

6c Is the hiring of staff involved in the MYP school-based?

Yes

No

If "no", please state who is responsible for hiring staff.

6d What is the average percentage of new teachers in the school in any given year?

6%

7 SCHOOL FACILITIES

7a List the teaching facilities provided for all MYP subjects. Please provide a summary.

Languages

Classrooms, computer lab

Humanities

Classrooms, computer lab

Sciences

Classrooms with lab capabilities, computer lab

Mathematics

Classrooms, computer lab

Arts

Music room, art room, classrooms,

Physical education

Gym, bowling alley, swimming pool, tennis courts, playground, ball fields, classrooms

Technology

Classrooms, technology lab, computer lab

7b Does the school have a full-time librarian?

Yes

No

7c Give the approximate number of different book titles and electronic media in the school library/resource centre for students, by language. Please specify the languages and add columns if necessary.

	Language 1	Language 2	Language 3	Other
	English	Spanish		
General reference	287	0		
Non-fiction	3600	40		
Fiction	5600	100		
Periodicals	10	1		
CD-Roms	0	0		
Videos/DVDs	201/20	0		
Audio cassettes	0	0		

7d Do students have access to the Internet in the library/resource centre?

Yes

No

8 PREPARATION FOR THE INTRODUCTION OF THE MYP—CONSULTATION

Describe the nature of the consultation that the school has already had with the following groups:

8a Teaching staff

Faculty meetings, community forums, trainings

8b Parents

Community forums hosted by district administration

8c Students

N/A

8d Governing body

N/A

8e IBO regional representative(s)

N/A

8f Local, regional or national educational authorities, where applicable (specify which)

Washoe County School District administrators have met with the community and HOS; the HOS has presented an overview to the school board; and school board members have attended community forums

8g IBO offices

N/A

8h Other MYP schools

N/A

9 PREPARATION FOR THE INTRODUCTION OF THE MYP—FINANCIAL PLANNING

9a Will all fees payable be covered by the school?

Yes
No

If “no”, how will these fees be covered?

The funding will be covered by Washoe County School District

9b Is funding available this year to enable staff to undertake IBO-approved professional development and training?

Yes
No

If “yes”, please provide details on the amount of funding and for how many teachers.

Nine teachers have currently been trained, at least one in each subject area. The school is budgeting \$1,500 per year to train additional staff. It is the intention of the school to provide additional in-house professional development.

9c Will funding be available in the next three years to enable staff to undertake IBO-approved professional development and training?

Yes
No

What amount will be allocated per year?

Comments:

10 PREPARATION FOR THE INTRODUCTION OF THE MYP—IMPLEMENTATION

10a Intended date for submission of MYP application form part B:

October 2011

Please refer to articles 8–9 of *Application procedure for candidate schools*.

10b Please indicate the intended start date for teaching in each year of the programme that is, or will be, offered in your school.

	Month	Year
MYP year 1	August	2010
MYP year 2	August	2010
MYP year 3	August	2010
MYP year 4	N/A	N/A
MYP year 5	N/A	N/A

10c Please indicate any major difficulties and/or concerns that you have encountered during the feasibility study and how you have, or intend to, overcome them.

There was no feasibility study done

The person(s) who completed this application form should sign below.

Name:

Sharon M. Kennedy

Title:

Site Administrator, Incline Middle School

Signature:



Date:

March 30, 2010

The completed application form, relevant fee and supporting documentation should be sent to the regional director responsible for your area.

***Note:** The MYP application forms and appendices should be completed electronically and returned to the appropriate regional office. In consultation with the regional office, any supporting documentation should be sent on CD-Rom(s) wherever possible. Where this is not possible, hard copies of the documents should be provided. Please ensure that the school is clearly identified in all correspondence.*