Montessori Day School Student and Parent Handbook

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Welcome to Montessori Day School of Chapel Hill!

Each year we make every effort to look at our school as a total environment for children from 18 months through 6th grade. We strive to develop a curriculum and enrichment program that meets each of our student's individual needs, providing a path to independence and a lifelong love of learning. It is our hope that once a child has started learning through the Montessori philosophy, they will be inspired to follow their own imaginative and intellectual pursuits.

History

Montessori Day School (MDS), Inc., was established in March 1979 by teachers Cathy Beemer and Liz Mallett. The goals for the school were to provide a faculty operated school, a well-equipped and appealing learning environment for children, and an enriched Montessori curriculum to meet the needs of children with a wide range of abilities.

In June of 2010, the school was purchased by Melanie Vandermast, a longtime teacher at the school, and her husband David. Cathy Beemer retired in May 2010, after more than 30 years of MDS teaching and ownership. Shortly before retiring, Liz Mallett passed away after a long career as teacher and MDS co-owner.

The MDS Parent Support Group (PSG) was started in 1982, when the school moved to Weaver Dairy Road. The PSG hosts schoolwide fundraisers and activities, as well as supporting several of the enrichment programs for our students and organizing a wonderful teacher appreciation week in the spring.

The school moved in June 2013 to a completely renovated building in Chapel Hill at 1702 Legion Road, off of Ephesus Church Road and close to the Rams Plaza shopping center. Our grounds are comprised of two buildings, three age appropriate playgrounds, gardening areas, and a nature trail.

In June of 2014, Montessori Day School celebrated its 35th anniversary! Our growth and dedication remain steady, and we strive to provide "Good Montessori" for all the children we serve. We look forward with enthusiasm to another year of growth for our children, our parents and our staff.

Website Resources at www.mdsch.org

Please register at <u>www.mdsch.org/register-account</u> to access the secure parent only "MDS Families" section of our website at <u>www.mdsch.org!</u> After you have registered and been approved, you will be emailed your login information.

Classroom directory links are available under "MDS Families". The school wide directory is also accessible by mid-September, after families have had a chance to update their information for the school year.

Teacher & MDS Contact Information

Teacher contact information may be found in our classroom directories by logging in at "MDS Families" on our website: www.mdsch.org. (See Website
Resources above.) You may contact the Office Manager at office@mdsch.org
and the Admissions Manager at admin@mdsch.org.

MDS School Hours

Toddler class (ages 18 months to 3 years): 8:30 - 11:45am

Preschool classes (ages 3-4): 8:30 - 11:45am

Preschool Extended Day class (ages 5-6): 8:30am - 2:00pm

Elementary class (ages 6-12): 8:20am - 2:30pm

Little House Afterschool Hours

Preschool students: 11:45am - 2:45pm or 3:45pm (See <u>Aftercare Hours</u> below.)

Little House offers a non-napping program for MDS students who can use the bathroom on their own. Students bring their own lunches and gather next door at the Little House or on its adjacent playground.

Aftercare Hours

Preschool students: 2:45 - 3:45pm

Preschoolers who stay from 11:45am until 3:45pm are picked up by the Aftercare teachers at 2:45 and go to the MDS Multipurpose Room for their last hour, joining the Extended Day and Elementary Room students there for Aftercare.

Extended Day students: 2:00pm - 5:30pm

Extended Day students are met by Aftercare teachers at the MDS front benches upon dismissal and then taken to the Multipurpose Room or playgrounds.

Elementary students: 2:30pm - 5:30pm

Elementary students are met by Aftercare teachers at the MDS front benches upon dismissal and then taken to the Multipurpose Room or playgrounds.

Application Process

Montessori Day School has a rolling admissions policy. Re-enrollment for the next school year is first offered to current students. Then enrollment is extended to include siblings and other new students. Siblings should request an application for the following year by December 1st. (See **Re-enrollment** below.)

Classroom Observations are the first step towards enrolling a student at Montessori Day School. These appointments are for parents only, and prospective students should not attend. Prospective parents interested in enrolling the following year can make an appointment to observe the toddler and or preschool classrooms beginning October 1st, 9:00 - 10:00am. A Classroom Observation is recommended for sibling applicants, but is not required. Please contact the MDS Admissions Manager to set up an appointment.

A completed application and fee must also be submitted. Intake interviews for those who have turned in their applications for the next school year's enrollment generally begin in January. It is recommended that you bring your application to the intake appointment. During the intake interview, our teachers will assess the student's school readiness and placement. If the student is ready, a contract will be issued.

Re-Enrollment

In January, all currently enrolled students will be sent a contract for the next school year. The contract will be due in February. All required fees and deposit dates will be listed on the contract. All returning students must indicate their intention to return with a tuition deposit and a signed contract by the specified due date. Spaces cannot be guaranteed for returning students once the contract due date has passed. After that date, enrollment will be open to MDS student siblings and then to new students.

If you decide not to re-enroll for the following school year, we ask that you consider waiting to discuss this decision with your child/ren until the late spring. We have observed that once a child knows they are not returning the next year, routine, engagement and schoolwork can suffer.

Health and Immunization Records

All students must keep the school provided with a copy of their most recent immunizations records by the first day of school. No child may attend school without an accurate immunization record on file.

Please do notify us if your child develops any allergies or chronic difficulties (ear infections, headaches, emotional struggles, etc.) during the school year. This health information is important to us and to your child's teachers as they assist both students and parents in navigating these difficult experiences.

Attendance, Absences, Arriving Late, and Leaving Early

Regular school attendance is important for every child's development, and we miss your child when they are absent! Regular attendance also builds a helpful sense of routine for your child and keeps them engaged with our Montessori learning environment and educational process.

Please contact the MDS office at 929-3339 or office@mdsch.org by 9:00am on the day of an unscheduled absence. (See Illness below.)

Please tell your child's teacher in advance when your child cannot be at school due to an appointment and when they will return to the classroom. Communicating with your child's teachers allows them to plan accordingly and exchange necessary information. Please confirm your child's attendance schedule the week prior to an appointment.

If you need to pick up your child early, please try to notify us in advance and send a reminder note or email to your child's teacher or the MDS Office Manager on that morning. Parents and caregivers should then check in at the office before going to the classroom to pick up their child. (See End of Day or Early MDS Pick Up below.)

Parking Lot Safety

Thank you to everyone for driving with extra caution during each and every drop off and pick up. **Driving slower than usual is imperative while at MDS.** Whether driving or walking, pay close attention to where your children are and where other families are as you travel anywhere in our lot. Use special care when reversing your vehicle.

If you are in the "kiss and go lane" for drop off or pick up, please pull as far up as you safely can, remaining in your car. This will keep the lane moving past the MDS front doors to the far bench and allow teachers to safely assist students out of or into two or three cars fairly quickly. If you are picking up a toddler, dropping off a student late or picking up early, need to drop something off at the front office, or wish to speak to our office staff or teachers, please park in one of our lot spaces.

If you walk through the parking lot with your child, please hold hands, link arms, or put your arm around them until you get to the school or back to your car.

Carpools

If students are riding home with anyone other than a parent or other previously authorized caregivers, you must either send a signed note to the teacher with your child or email the information to their teacher or office@mdsch.org.

A school directory is provided as soon as possible at the start of each year (see **Website Resources** above). We encourage parents to make arrangements among themselves to form carpools. Carpools with preschoolers should plan to arrive at 8:30am. If there are any changes in carpool arrangements, please inform everyone involved and clearly discuss any changes with your child. It is also helpful to let teachers know.

Morning Drop Off

In order to ease traffic congestion in our parking lot, we stagger morning drop off times. The Elementary Room opens at 8:20am, so elementary students may be dropped off between 8:20 and 8:30am. The Toddler Room and Preschool Rooms all open at 8:30am, so toddler and preschool students may arrive between 8:30 and 8:40am. Carpools with both elementary and preschoolers should plan to arrive at 8:30am.

Students may not enter the building earlier than the time their classrooms open, as teachers are not available to supervise students outside of school hours. This requirement makes it possible for teachers to prepare their classrooms for all our students. 8:20am is the earliest that teachers will be available to open doors for arriving elementary students.

Using the "kiss and go lane" is optional. A staff member will come to your vehicle to welcome and assist your child out of the car once you have pulled up to the MDS front entrance doors. (See <u>Parking Lot Safety</u> above.)

If you don't want to use the "kiss and go lane", please park your car in a space in the lot and walk with your child to where their teachers are receiving students. Always use caution and hold hands with your child whenever you are walking through the parking lot. (See <u>Parking Lot Safety</u> above.)

Though it can be difficult, saying goodbye after a few reassurances and walking away without visible worry shows your child you are confident that they will find MDS a safe and interesting experience. Rest assured that our teachers have many years of experience getting to know each student, developing a quick understanding of what they need to begin at school, and honoring their feelings and readiness. Most students do settle in within minutes, even when they need a little guidance with the transition.

Parents may certainly check in with our office staff, if you have a question about how your child's morning or day is going.

End Of Day or Early MDS Pick Up

If you need to pick up your child early, please tell your child's teacher in advance and notify the MDS Office Manager. Parents should then check in at the office before proceeding to their child's classroom to pick them up. (See Attendance, Absences, Arriving Late, and Leaving Early above.)

If students are riding home with anyone other than a parent or other previously authorized caregivers, you must either send a signed note to the teacher with your child or email the information to their teacher or office@mdsch.org. Make sure other caregivers understand that they may be asked, as safety measures, to confirm their identity and/or sign out before they leave.

MDS recognizes that in the event of an emergency, parents or other caregivers may be unable to be on time to pick up their children. If there is an emergency, please call the school. If you are late to a 2:00 or later pick up, your child will join the Aftercare group inside MDS. (See our section on Afterschool Programs.)

Toddler dismissal: 11:45am

Toddlers will be outside at this time, if weather permits, and the procedures for entering through the MDS front doors or the side gate are explained by the Toddler Room teachers to all their students' parents during Orientation Week.

All other students may be picked up from their teachers on the MDS front benches at the appropriate dismissal times. Please do your best to be on time, as teachers need the time after dismissal to finish their responsibilities and prepare the classroom for the next day. (See <u>Late Pick Up Fees</u> below.)

Preschool dismissal: 11:45am

Extended Day dismissal: 2:00pm

Elementary dismissal: 2:30pm

Please wait in your vehicle in the "kiss and go lane" for a staff member to bring your child to you after you have pulled up far enough in the lane. If you prefer and there is a space available, park your car in a space and walk to meet your child after they are sitting on the bench with their teachers. The teacher will then call them off the bench to meet you. Establishing these routines will ensure safer and faster dismissal for everyone.

Preschool student work done during the week will be sent home with them on Thursdays (3-day contract) and Fridays (5-day contract). This routine helps your child feel a sense of closure for the school week and gives them a sense of worth and progress in relation to their school activities. Elementary student work will be sent home monthly. Taking time to look at and positively discuss your child's class work with them at any age will further instill a sense of worth and success related to learning and the Montessori works choices they have made.

Late Pick Up Fees

The first time parents are late to pick up their children, they will be given the courtesy of a reminder concerning late pick up fees. Thereafter, a late fee of \$20 per child will be added to a family's account for each pick up over 10 minutes past the scheduled time on your child's MDS or afterschool program contract:

Late pick up of MDS toddler or preschool students is after 11:55pm.

Late pick up of MDS Extended Day students is after 2:10pm.

Late pick up of MDS elementary students is after 2:40pm.

Late pick up of Little House 2:45pm contract is after 2:55pm.

Late pick up of Little House 3:45pm contract is after 3;55pm.

Late pick up of Aftercare 5:30pm contract is after 5:40pm.

Clothing

All children must have socks with them to wear in the classroom when they take off their shoes. Toddlers and preschoolers alike sometimes need to shed their shoes for various reasons. Extended Day students remove their shoes when they return from lunch to their afternoon classroom. Elementary students remove their shoes when they are inside their classroom.

Children need comfortable and seasonally appropriate clothing for school that is also good for painting, crafting, and playing outdoors. You may want to pick out clothes with your child before they go to bed to avoid morning confusion. Choosing clothes together this way is also a good venue for talking about everything from colors to weather and seasons. Check clothes to make sure children can get into and out of them themselves. Some outfits and coat jacket zippers make it impossible for a child to care for their own needs. Low coat hooks and cubbies at home will give a child consistent practice caring for their clothes and belongings.

Label all personal items brought to school with the child's first name or initials. MDS and afterschool programs will not be responsible for unlabeled clothes. Before children leave school grounds, it is a good idea to ask them if they have the coat, sweater or mittens they had in the morning. If a child has left something, they should return to class to fetch their belongings. It is important for each child to develop a sense of responsibility for their possessions. Unclaimed clothing will be given to the PTA Thrift Shop the day after school ends for the year.

All students go outdoors every day, weather permitting. Mittens, boots, raincoats, and hats may be needed. Elementary children need to wear boots on their playground when it snows. If you do not feel your toddler or preschool child is well enough to go outside during the day, please plan to pick your child up at 11:00am.

Lunch

Little House, Extended Day, and Elementary Room lunches are eaten outside at picnic tables whenever weather permits. MDS Little House students eat lunch together with their teachers on Little House grounds. Extended Day students eat lunch together with one of their teachers, usually joining the elementary students at their picnic tables and sharing their playground. Elementary students eat lunch together with one or both of their teachers. Students learn to compost and recycle

as part of the lunch routine. After students have eaten at least half of their food and hydrated, they enjoy multiage socialization and free playground time.

All students need to bring their own lunch utensils. No reheating of food is permitted. Hot lunch food can be sent in a thermos or other container designed to keep lunch foods warm. MDS and MDS Little House enforce a strict "no sharing" policy during student lunchtimes. Teachers coach students on eating most of the food they have brought so they will be prepared for their afternoon activities. Parents are encouraged to send balanced lunches for young and busily developing brains and bodies headed into afternoon studies and activities: lower in sugar and processed foods and including varying sources of protein, veggies, and fruits.

Birthdays

Montessori birthdays are truly special. As children hold a small globe and walk a path through the months laid out around a "sun", they are not only encouraged to celebrate their journey in life so far, but also to realize their place in the turning universe. Teachers tell the other students about landmarks in the birthday child's life, shared with them by parents. We have class birthday celebrations without cupcakes or other treats, and instead we have one Birthday Treat Day for everyone who had a birthday that month. Birthday treats will be provided by MDS!

Illness

Regular school attendance is important for any child's development. However, if your child has a fever or stomach illness, please do not send them to school. When you know your child will be absent due to illness, please contact the MDS Office Manager at 919-929-3339 or office@mdsch.org by 9:00am or as soon as possible. To avoid unintentionally infecting other children, we ask that you keep your child home until they have had a normal temperature, no stomach issues and no diarrhea for a full 24 hours.

If your child is found to have a fever, or their teacher deems them too unhealthy to be at school, we will contact you and ask that you come to pick them up. It is therefore important that we always have on file current phone numbers where we can reach you and any other caretakers during school hours.

Head Lice Policy

The Montessori Day School follows guidelines set by DEHNR (State of North Carolina Department of Environment, Health, and Natural Resources) in the event that head lice are found. The state guidelines are the same ones followed by the Chapel Hill-Carrboro and Orange County school systems. This means we have a strict no-nit policy. If your child comes to school with nits or lice, you will be called to pick them up. You will need to treat your child and family, and when there have been no nits or lice for 24 hours, your child may return to school. The child's teachers will have you wait with your child while the teacher completes a head lice check each time.

Please report all cases of head lice to the school. If a student has head lice, an email will be sent to all MDS parents notifying them that at least one case has been found at school. We will include detailed guidelines for properly treating head lice, including what other members of the family should do and how to treat your child's living areas. We realize this can be a difficult and sometimes upsetting experience, but we must have a firm policy and work together so that as few children in our school as possible are effected.

Medications, Sunscreen, and Insect Repellent

If your child needs medication on a regular basis, you are responsible for filling out a form authorizing an agent of the school to administer such medications. You must provide information about the amount of medication to give and the times and means of dosage. Without a completed form, we are unable to legally administer any medication. Please also let the school know of any allergies your child may have to particular medications.

Please apply any sunscreen or insect repellent to your child before drop off at school. We are not able to do this for them during the day. Children in the Elementary Room can keep a labeled insect repellent at school to apply to themselves at lunch with teacher supervision. Children can also bring or keep a baseball cap or other sun hats at school and Little House.

Electronic Devices

Students are not permitted to bring any personal electronic devices or personal telephones into the classroom unless their teachers have granted permission.

Preschool Share Day

On most Fridays, the preschoolers have a share day. Children are invited to bring one small item related to the current topics of class discussion and study to show and describe to the other children. Label all personal items brought to school with the child's first name or initials. Children may bring labeled books, to share with the class anytime, though we will not always be able to go through all the material the children bring in. Please explain this to your child in advance.

Preschool Snack

We ask each student family to provide a nutritious snack for the class about once each month. Please list all ingredients for the teacher in case of any student allergies or dietary restrictions. Snacks need not be elaborate or costly. Keep in mind snacks should be nutritious, manageable and appropriate in size and quantity. The monthly class calendar sent home by preschool Lead Teachers will indicate your child's snack day and any requests the teacher may have. Napkins, plates, water, and glasses are provided in class.

Snack suggestions: pretzels, animal crackers, cheese, assorted crackers, breads, fresh and dried fruits, raw vegetables and dip, vegetable and fruit chips, breadsticks, mini-muffins, small bagels and cream cheese, small yogurts, granola bars.

Preschool Food Preparation

Food preparation is a work in the preschool class. It is an exercise which allows the children practice food prep skills, as well as sharing and courtesy. We ask one child each week to bring in food for this work. Each child will provide food preparation ingredients about twice a year beginning in October. The person responsible for food preparation will be indicated on the monthly class calendar.

Food prep suggestions: 8 apples, 1 bunch of celery and peanut butter or cream cheese, bagels and cream cheese, soft or hard cheeses with crackers, 10 bananas, 7 cucumbers, 8 pears, 1 lb bag baby carrots, hard-boiled eggs, bread, 6 green peppers

Physical Education & Specials

In addition to daily playground activities, we offer a weekly P.E. program. The P.E. instructor helps students participate in age appropriate gross motor activities with a focus on non-competitive active games that promote cooperative play. Toddler students and 3-year-old preschoolers do not participate in P.E. Children should wear running shoes and dress appropriately when they are scheduled for P.E., which is announced in early September.

We are also pleased to offer two other weekly specials with highly skilled teachers of young students. Our preschool and elementary students take music class every week, learning to play various instruments of interest and sing songs in large and small ensembles. Extended Day and elementary students also take a Spanish class once a week that teaches language and culture through activities.

Field Trips

Part of our teaching and learning philosophy is to provide new experiences, encounters, and hands on exploration of new environments. Field trips are one way we do this for Extended Day and Elementary students. Suggestions for field trips are always welcome. Preschoolers benefit from on-site presentations, such as annual visits from the Museum of Natural Sciences to present different kinds of reptiles or mammals.

Parents will be asked to sign one permission slip for all field trips for the year. In order to participate in field trips, student tuition balances must be in good standing. In addition, students and drivers must meet North Carolina car seat regulations requiring that all children younger than age 8 and weighing less than 80 pounds be properly secured in a child passenger restraint device.

If you would like to volunteer to drive for our field trips and have other children who want to accompany you, please check with your child's teacher before signing up to drive. Sometimes we have limited spaces for our trips, and some trips may not be appropriate for younger children.

Camp Thunderbird: Elementary Class Camp Experience

Elementary students who are in 3rd grade and above are invited to attend Camp Thunderbird, a YMCA camp on the North Carolina/South Carolina border. This annual three-day trip takes place at the start of May and focuses on environmental education. The dates and times for this trip are listed on the school calendar. In order to participate in this three-day trip, student tuition balances must be in good standing.

Testing

In accordance with Montessori philosophy, we do not assign grades, and the only time we administer a standardized test is at the end of 3rd grade and at the end of 6th grade, as required by the state of North Carolina. However, from time to time, teachers will ask parents to have a child academically or psychologically tested. This is usually done as an information seeking experience, to develop the most appropriate teaching strategy for a child.

<u>Afterschool Programs: Little House and Aftercare</u>

MDS Little House and Aftercare programs are available for MDS preschool, Extended Day, and elementary students after their classes. Afterschool fees are paid separately to "MDS Little House". Contact the MDS Office Manager at office@mdsch.org or Admissions Manager at admin@mdsch.org to request a Little House contract for the year.

If MDS receives an emailed "Little House/Aftercare Drop In Request" with at least 48 hours' notice, a child may also "drop in" without a contract for afterschool care on specific days after parents receive confirmation of the time and available space.

Little House: 11:45am (Preschool) - 2:45pm or 3:45pm

Drop in: \$30 per day

All students bring lunch. The students are met at the front benches of MDS by their afterschool teachers and walk next door to Little House. After each child has had time to use the bathroom and wash their hands, the teachers and students talk about the weather that day and plan for lunch, indoors or outside. Each afternoon has a planned activity and supervised free time.

Students are brought back to the MDS front benches for pick up at 2;30pm. Parents may also come to Little House to pick up their children early. Students staying until 3:45pm are met by the Aftercare teachers and taken to the Multipurpose Room to spend their last hour socializing with Extended Day and elementary students.

Aftercare: 2:00pm (Extended Day) or 2:30pm (Elementary) - 5:30pm Drop in: \$35 per day

Extended Day and elementary students will be met by Aftercare teachers at the front benches and taken to the Multipurpose Room or playground. Snacks are provided. There are supervised playground and free times, as well as regular cooking and crafting activities.

Afterschool Clothing

Please send in an afterschool change of clothes and shoes for your 3-or 4-year-old child, to be kept in their Little House cubby. This set of clothing is in addition to the clothing they are asked to bring for their MDS classroom cubbies.

Plan on switching out clothes and shoes in late October, when temperatures cool. Send a coat, hat, and mittens or gloves when temperatures require, so your child has what they need every day during cool or cold weather on the playground.

Afterschool Pickup

If there is an emergency that delays you, please call the school.

When you or your caregiver pick up your child, sign out with the time of pick up and your initials.

2:45 pick up: students will be at the benches in front of the school as early as

2:30. If you are late to a 2:45 pick up, your child will join the Aftercare group inside MDS. (See <u>Late Pick Up Fees</u> above.)

3:45 or later pick up: ring the MDS front doorbell and allow the Aftercare teachers a few moments to get from the Multipurpose Room to the front door. If the children have been taken onto one of the playgrounds, parents may also enter through the playground gates.

Parent Meetings

Parent meetings are an opportunity to better understand Montessori philosophy, to discuss effective parenting and to become acquainted with other parents. Some meetings will be held for all MDS parents, while others will be divided by age level. Meetings will be announced via email. If you have suggestions for effective parent meeting topics, please contact the Parent Support Group. (See <u>Parent Support Group</u> (PSG) below.)

Parent Support Group (PSG)

Our parents have formed a group in association with the teachers for the purpose of:

- Providing support for the school
- · Providing a way for parents to become acquainted and work together
- · Facilitating school communication via the PSG website
- Providing parent education and support
- Raising funds that can be used to supplement the children's entire curriculum and/or aid in supporting the needs of the school.

Last year the Parent Support Group helped provide valuable resources, including a year-long music program for all students, art supplies, and classroom enrichment materials. More information about the PSG is available at our first parent meeting and www.mdspsg.org.

Tuition Schedule

Tuition payments are **due on the 1st of the month/s** listed on the payment schedule you selected on your MDS contract. Your contract also lists your payment amount.

A **late fee of \$45** per student will be charged when tuition is paid on or after the 8th of the month, unless prior arrangements have been made and approved. If quarterly payments are late a second time, the account will be changed to a monthly payment schedule. Please pay your tuition no later than the 7th of the month.

School Closings

School closings due to inclement weather are announced on www.wral.com and WRAL-TV and posted on our website at www.mdsch.org. We do not make up days missed due to weather unless a significant number of school days have already been missed. If we have a delayed opening, which will be communicated via email as soon as we know, school will begin at 10:00 a.m. for all students.

School Lockdown Procedures

In the event that we are notified by police of an immediate threat to our school, we will implement a full school lockdown. All children quickly will be accounted for and taken to designated safe zones, lights will be turned off, and doors will be locked. At this point, no one will be able to enter or exit the building until we hear an "all clear" from the authorities. MDS administration will send out an email informing all parents when a lockdown is in place, and we will also place an orange lockdown sign in MDS's front window. For safety's sake, please do not come pick up your children during a lockdown, as we will not be able to come to the doors. After a lockdown has been lifted, we will send an email to let parents know all is well, and school grounds are open.

Free MDS School T-Shirts!

All students who are enrolled by the fall will receive a school t-shirt at no cost. Children are encouraged to wear their t-shirts as part of a sense of identifiable community, and they are especially helpful on field trip days! Adults may also order their own t-shirt through the MDS front office.

Montessori Day School Student and Parent Handbook for 2017-18